Supplementary Information for Legislative Review

2001 - 2002 Departmental Expenditure Estimates

Manitoba
Transportation and
Government Services

101-04764/

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES AND EMERGENCY EXPENDITURES

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

2001-2002 EXPENDITURE ESTIMATES

PREFACE

This document has been produced by the Department of Transportation and Government Services and Emergency Expenditures as a departmental supplement to its Printed Main Estimates. It is intended to provide background information on the Department which should complement the information already contained in the Printed Main Estimates.

The contents of the supplement are organized into seven parts. The first part provides an overview of the Department of Transportation and Government Services' 2001/2002 budget requirements. The second part provides program and financial information including details of staffing requirements and expenditures. The information in Part Two is organized on the basis of existing main appropriations so that it will provide an easy cross reference to the Printed Main Estimates. Part Three provides a five year historical budget comparison. Part Four includes financial information regarding the capital investment of the Department. Part Five includes program and financial information relating to Special Operating Agencies. Part Six includes an overview of the Emergency Expenditure Fund. A standard glossary of terms is also included at the end of the document in Part Seven.

It is hoped that this additional information will assist members of the Legislative Assembly in their examination of the Expenditure Estimates of the Department of Transportation and Government Services.

HONOURABLE STEVE ASHTON
MINISTER OF TRANSPORTATION
AND GOVERNMENT SERVICES

INDEX

PART 1 DEPARTMENTAL OVERVIEW 7

Role and Mission 8
Schedule 1 - Statutory Responsibilities 10
Schedule 2 - Organization Chart 11

Expenditure Summary 2001/2002
Schedule 3 - By main appropriation 12
Chart 1 - Percentage Distribution of Expenditures by Division 13
Schedule 4 - By salary, operating and grants 14

Full-Time Equivalent Summary 2001/2002
Schedule 5 - By appropriation 15
Schedule 6 - By staff category 18
Chart 2 - Percentage Distribution of Salaries 19
Chart 3 - Percentage Distribution of Staff Years 20

PART 2 PROGRAM AND FINANCIAL INFORMATION 21

Administration and Finance 22
Highways and Transportation Programs 40
Accommodation Development and Property Management 81
Supply and Services 99
Manitoba Emergency Management Organization 107
Infrastructure Works 111
Amortization of Capital Assets 121

PART 3 HISTORICAL INFORMATION 125

Departmental Comparison 1997/98 - 2001/2002
Schedule 7 - Five year expenditure and staffing summary by main appropriation 125

PART 4 CAPITAL INVESTMENT 127

PART 5 SPECIAL OPERATING AGENCY DETAIL 131

PART 6 EMERGENCY EXPENDITURES 155
Schedule 8 - Five year expenditure history 158

PART 7 GLOSSARY 161

PART 1

DEPARTMENTAL OVERVIEW

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES

MINISTER

HONOURABLE STEVE ASHTON

TRANSPORTATION

DEPUTY MINISTER

ANDREW T. HOROSKO

VISION

A transportation system that is safe, efficient and supports the sustainable social and economic growth of the Province.

MISSION

To establish and manage provincial highways and northern airports, to regulate and licence users of the highway system, and to facilitate transportation services development.

ROLE

The principal role of Transportation is to provide the citizens of Manitoba with safe, efficient and environmentally compatible transportation systems which contribute to the sustainable economic growth and social well-being of the Province. The overall responsibilities include:

- planning and designing highway systems based on a comprehensive and integrated approach to the economy and environment;
- constructing and maintaining the highway infrastructure to a standard that provides for the safe, efficient and convenient movement of people, goods and services;
- developing and enforcing regulations pertaining to the use of the provincial highway network to achieve travel safety and protection of road infrastructure;
- promoting the safe operation of all types of vehicles on and off the road network through delivery of driver licencing, vehicle registration and safety programs;
- providing residents of northern and remote communities with safe and efficient air and marine services by operating ferries and airstrips in remote communities;
- developing policy options on provincial and inter-jurisdictional transportation issues;
- assisting municipal and local governments to develop and maintain local transportation infrastructure through the provision of grants and other support services; and
- administering transportation-related regulations through appropriate boards and committees.

GOVERNMENT SERVICES

A/DEPUTY MINISTER

GERRY BEREZUK

VISION

To be the recognized leader in emergency coordination and the provision of facility management and specialized support services to the public sector.

MISSION

To excel in the delivery of:

- Emergency Coordination
- Facility Management
- Procurement and Distribution Services
- Technology Infrastructure
- Fleet and Air Transportation Services

ROLE

Government Services is charged with providing a wide range of central support services to Cabinet, Treasury Board, all departments and some agencies, boards, corporations, and commissions of the Manitoba Government. The primary responsibilities include:

- providing province-wide emergency coordination and management services;
- planning, design, acquisition/construction, and management of Government property;
- acquisition, supply and management of common commodities and services such as fleet vehicles, procurement, office equipment, accommodation, desktop management, inventory management, telecommunications and postal services;
- providing services such as aviation support for air ambulance and forest fire suppression;
- consulting with clients as to their needs and expectations;
- advising Cabinet and Treasury Board in the development of policies, procedures, and standards to provide effective and efficient service; and
- administration of the Emergency Expenditures Fund, Vote 27-1.

SCHEDULE 1

STATUTORY RESPONSIBILITIES OF THE MINISTER OF TRANSPORTATION AND GOVERNMENT SERVICES

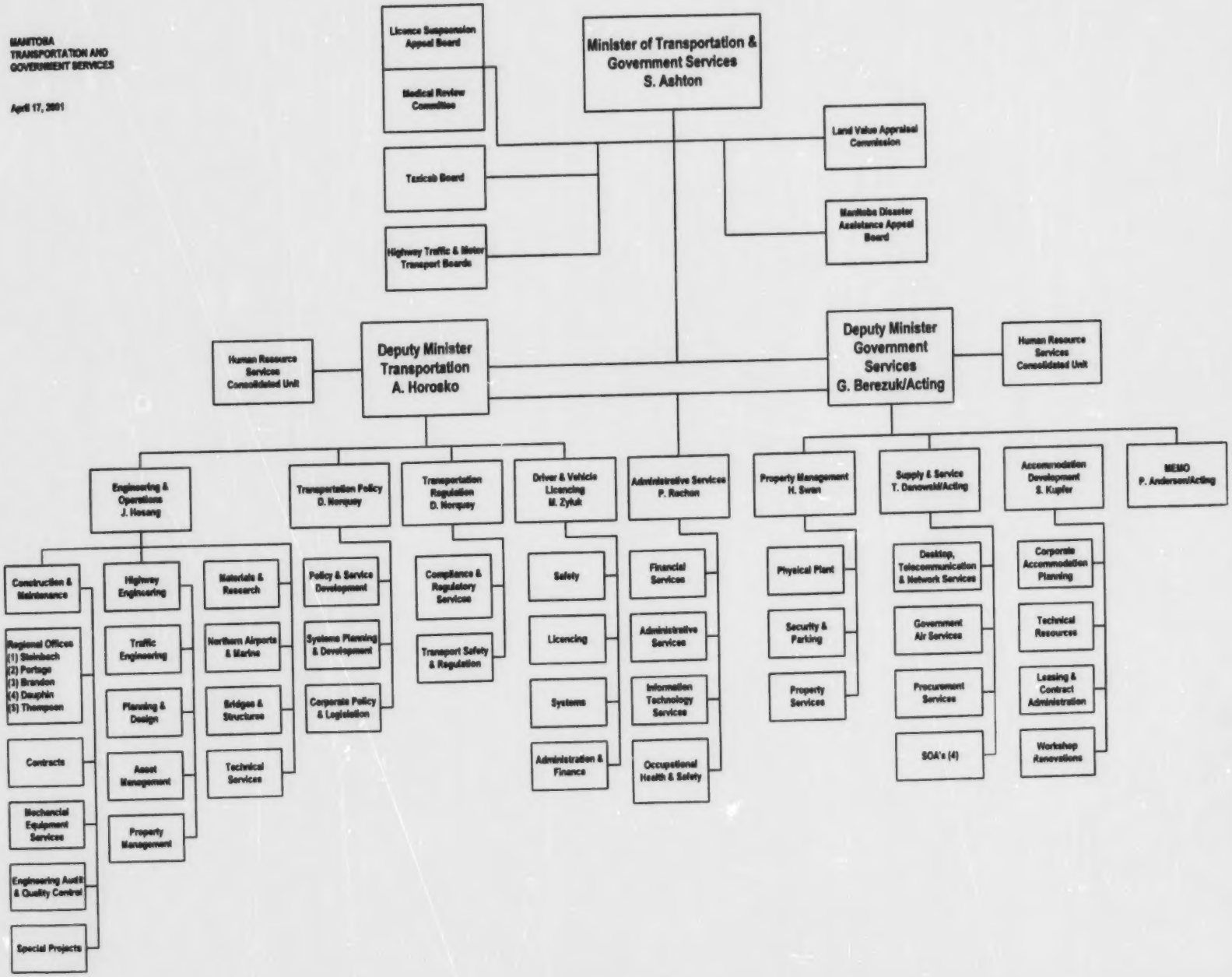
H40	The Highways and Transportation Department Act
H50	The Highways Protection Act
H60	The Highway Traffic Act
H65	The Highways and Transportation Construction Contracts Disbursements Act
031	The Off-Road Vehicles Act
T10	The Taxicab Act
T140	The Trans-Canada Highway Act

Government Services

E80	The Emergency Measure Act
E85	The Emergency 911 Public Safety Answering Point Act
G70	The Government Air Services Act
G80	The Government House Act
G90	The Government Purchases Act
L40	The Land Acquisition Act
P300	The Public Works Act

MANITOBA
TRANSPORTATION AND
GOVERNMENT SERVICES

April 17, 2001



SCHEDULE 3

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
SUMMARY OF PROGRAMS

	ESTIMATES OF EXPENDITURE 2001/02 $(000s)	CHANGE FROM 2000/01 %	ESTIMATES OF EXPENDITURE 2000/01 $(000s)*
1. Administration and Finance	**9,029.2**	1.0	8,943.0
2. Highways and Transportation Programs	**61,734.8**	2.1	60,439.8
3. Accommodation Development and Property Management	**35,744.0**	9.6	32,609.5
4. Supply and Services	**7,062.4**	(1.7)	7,185.8
5. Emergency Management Organization	**1,551.2**	3.4	1,500.5
6. Infrastructure Works	**182,926.1**	2.8	177,867.0
7. Amortization of Capital Assets	**13,174.2**	14.8	11,475.7
TOTAL APPROPRIATIONS FOR TRANSPORTATION AND GOVERNMENT SERVICES	**311,221.9**	3.7	300,021.3

Summary of Expenditure Appropriations

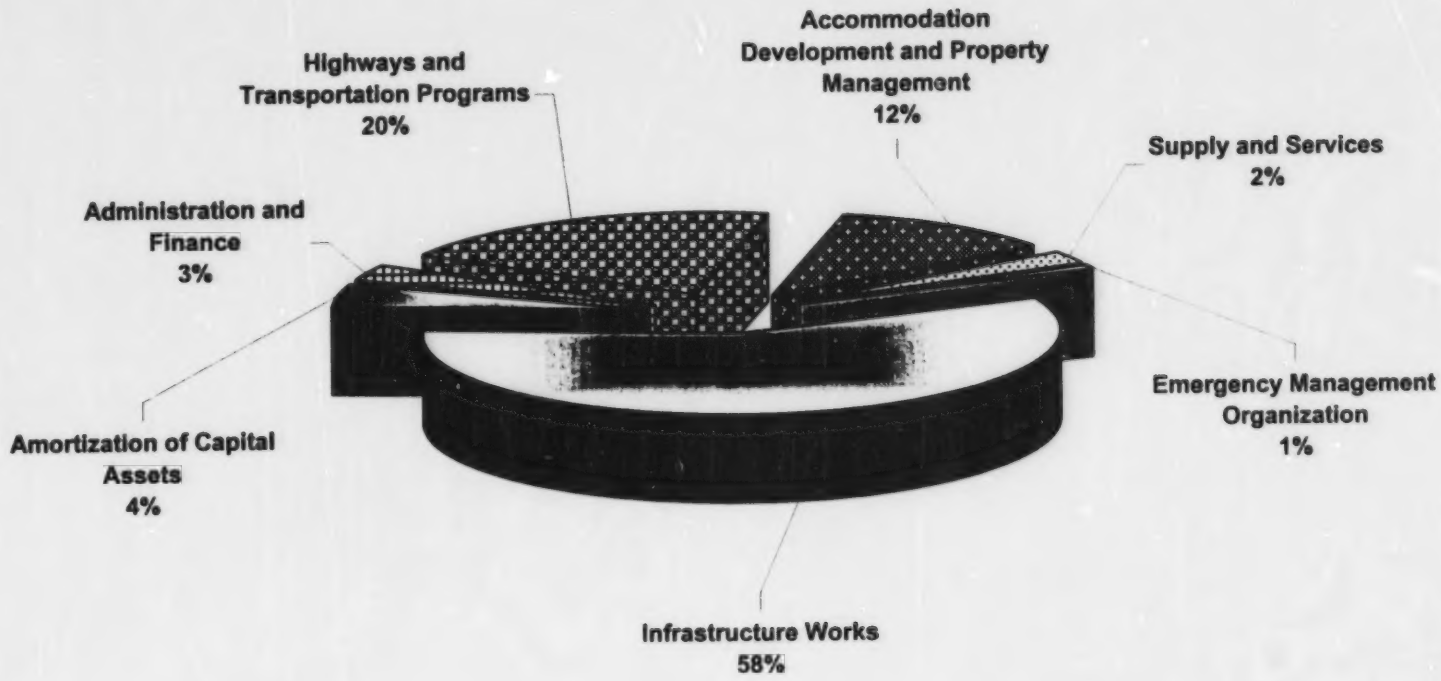
Operating Expenditures	**184,439.7**	3.0	179,146.7
Capital Grants	**2,000.0**	-	2,000.0
Infrastructure	**111,608.0**	3.9	107,398.9
Amortization of Capital Assets	**13,174.2**	14.8	11,475.7
TOTAL APPROPRIATIONS FOR TRANSPORTATION AND GOVERNMENT SERVICES	**311,221.9**	3.7	300,021.3

*Reconciliation Statement - $(000s)

Printed Estimates of Expenditure 2000/01 - Highways and Government Services	297,620.6
Transfer of functions from:	
- Consumer and Corporate Affairs	173.9
- Industry, Trade and Mines	117.9
Transfer of functions to:	
- Aboriginal and Northern Affairs	(80.0)
- Health	(278.9)
Allocation of funds from:	
- Enabling Appropriations re: 2000/01 General Salary Increase	2,469.4
Allocation of funds to:	
- Finance	(1.6)
Estimates of Expenditure 2000/01 (Adjusted)	**300,021.3**

Percentage Distribution of Expenditures by Division

Chart 1


Accommodation Development and Property Management 12%
Highways and Transportation Programs 20%
Supply and Services 2%
Administration and Finance 3%
Emergency Management Organization 1%
Amortization of Capital Assets 4%
Infrastructure Works 58%

SCHEDULE 4

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
EXPENDITURE SUMMARY
BY SALARY, OPERATING AND GRANTS

ELEMENT	ESTIMATES OF EXPENDITURE 2001/02 $(000'S)	ESTIMATES OF EXPENDITURE 2000/01 $(000'S)
Salaries & Employee Benefits (Details on Schedule 5)	**127,474.8**	124,607.0
OPERATING EXPENDITURES	**107,730.7**	103,451.2
(Less Recoverable from Other Appropriations)	**(105,904.5)**	(101,816.0)
GRANTS	**1,971.7**	938.4
INFRASTRUCTURE WORKS (LESS Salaries & Recoveries)	**166,775.0**	161,365.0
AMORTIZATION EXPENSE	**13,174.2**	11,475.7
TOTAL	**311,221.9**	300,021.3

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
FULL-TIME EQUIVALENT SUMMARY BY APPROPRIATION

NO.	APP. NO.	DIVISION/BRANCH	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) SALARIES*	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) SALARIES
15.1	15-1	Administration and Finance				
	(a)	Minister's Salary	**1.00**	**28.1**	1.00	27.3
	(b)	Executive Support	**12.00**	**731.9**	12.00	713.3
	(c)	Administrative Services	**9.50**	**493.9**	9.50	480.6
	(d)	Financial Services	**26.00**	**1,283.2**	26.00	1,211.1
	(e)	Human Resource Services	**29.75**	**1,565.9**	29.75	1,545.5
	(f)	Information Technology Services	**38.00**	**2,435.5**	38.00	2,339.8
	(g)	Occupational Health and Safety	**3.00**	**155.5**	3.00	158.4
	(h)	Lieutenant Governor's Office	**3.00**	**143.6**	2.00	107.7
		TOTAL	**122.25**	**6,837.6**	121.25	6,583.7
15.2	15-2	Highways and Transportation Programs				
	(a)	Management Services	**6.00**	**393.9**	6.00	377.0
	(b)	Operations and Contracts	**45.50**	**2,188.7**	45.50	2,096.0
	(c)	Bridges and Structures	**37.00**	**2,147.7**	37.00	2,094.3
	(d)	Transportation Safety and Regulatory Services	**64.31**	**2,874.9**	64.31	2,776.5
	(e)	Regional Offices				
		(1) Eastern Region	**50.00**	**2,440.2**	50.00	2,316.9
		(2) South Central Region	**49.00**	**2,381.0**	49.00	2,309.4
		(3) South Western Region	**45.00**	**2,228.5**	45.00	2,183.1
		(4) West Central Region	**37.00**	**1,787.7**	37.00	1,766.9
		(5) Northern Region	**30.00**	**1,600.0**	29.00	1,457.6
	(f)	Other Jurisdictions	**15.00**	**616.7**	15.00	651.7
	(g)	Planning and Design	**32.00**	**1,746.4**	33.00	1,726.4
	(h)	Northern Airports & Marine Services	**76.23**	**3,710.5**	76.23	3,551.8
	(j)	Materials and Research	**36.00**	**1,817.9**	36.00	1,776.5
	(k)	Traffic Engineering	**16.00**	**827.7**	16.00	835.6
	(m)	Policy, Planning and Development	**28.00**	**1,706.5**	28.00	1,753.8
	(n)	Driver and Vehicle Licencing	**295.15**	**12,332.0**	295.15	12,050.4

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
FULL-TIME EQUIVALENT SUMMARY BY APPROPRIATION

NO.	APP. NO.	DIVISION/BRANCH	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) SALARIES*	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) SALARIES
	(p)	Boards and Committees				
		(1) Motor Transport and Highway Traffic Boards	**7.00**	**386.3**	7.00	382.5
		(2) Licence Suspension Appeal Board and Medical Review Committee	**4.00**	**247.8**	4.00	252.0
		(3) Taxicab Board	**7.50**	**361.3**	7.50	340.8
		TOTAL	**880.69**	**41,795.7**	880.69	40,699.2
15.3	15-3	Accommodation Development and Property Management				
	(a)	Accommodation Development	**43.38**	**2,471.7**	42.38	2,370.4
	(b)	Workshop/Renovations	**46.60**	**2,098.9**	46.60	2,119.7
	(c)	Physical Plant	**360.09**	**15,297.5**	357.09	14,945.2
	(e)	Property Services	**15.00**	**653.4**	17.00	740.4
	(f)	Security and Parking	**94.79**	**3,424.7**	96.79	3,395.2
			559.86	**23,946.2**	559.86	23,570.9
15.4	15-4	Supply and Services				
	(a)	Procurement Services	**33.60**	**1,695.5**	31.60	1,633.2
	(b)	Government Air Services	**75.00**	**4,899.8**	74.00	4,841.7
	(c)	Desktop, Telecommunication and Network Services	**36.12**	**2,012.0**	36.12	1,976.9
			144.72	**8,607.3**	141.72	8,451.8
15.5	15-5	Emergency Management Organization				
	(a)	Emergency Management Organization	**19.00**	**1,030.9**	19.00	1,029.2

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
FULL-TIME EQUIVALENT SUMMARY BY APPROPRIATION

NO.	APP. NO.	DIVISION/BRANCH	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2001/02 $(000'S) SALARIES*	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) FTE	ESTIMATES OF EXPENDITURE 2000/01 $(000'S) SALARIES
15.6	15-6	Infrastructure Works				
	(a)	Maintenance Program	**661.27**	**23,170.6**	661.27	22,521.5
	(b)	Mechanical Equipment Services	**199.50**	**7,442.0**	200.50	7,126.2
	(c)	Construction and Upgrading of Provincial Trunk Highways, Provincial Roads and Related Projects	**332.75**	**13,785.5**	332.75	13,785.5
	(e)	Work in Municipalities, LGD's and Unorganized Territory	**25.00**	**859.0**	25.00	839.0
		TOTAL	**1,218.52**	**45,257.1**	1,219.52	44,272.2
		TOTAL FOR DEPARTMENT OF TRANSPORTATION & GOVERNMENT SERVICES	**2,945.04**	**127,474.8**	2,942.04	124,607.0

* All salary figures, with the exception of the Minister's, include employee benefits as defined in the glossary.

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
FULL-TIME EQUIVALENT SUMMARY 2001/2002
BY STAFF CATEGORY

Categories	Division													
	Administration and Finance		Highways and Transportation Programs		Accommodation Development and Property Management		Supply and Services		Emergency Management Organization		Infrastructure Works		TOTAL	
	FTE	$	FTE	$	FTE	$	FTE	$	FTE	$	FTE	$	FTE	$
Managerial	12.00	913.6	33.00	2,505.1	16.00	1,035.2	4.00	326.7	2.00	126.4	1.00	65.3	**68.00**	**4,972.3**
Professional/ Technical	54.00	3,207.0	482.23	23,683.1	497.86	19,641.3	96.12	5,854.5	-	-	861.77	40,154.1	**1,991.98**	**92,540.0**
Administrative Support	56.25	2,171.2	365.46	13,205.2	46.00	1,748.8	44.60	1,883.9	17.00	846.7	23.00	907.7	**552.31**	**20,763.5**
Board Members		-		175.5		-		-		-		-		**175.5**
TOTAL	**122.25**	**6,291.8**	**880.69**	**39,568.9**	**559.86**	**22,425.3**	**144.72**	**8,065.1**	**19.00**	**973.1**	**885.77**	**41,127.1**	**2,612.29**	**118,451.3**

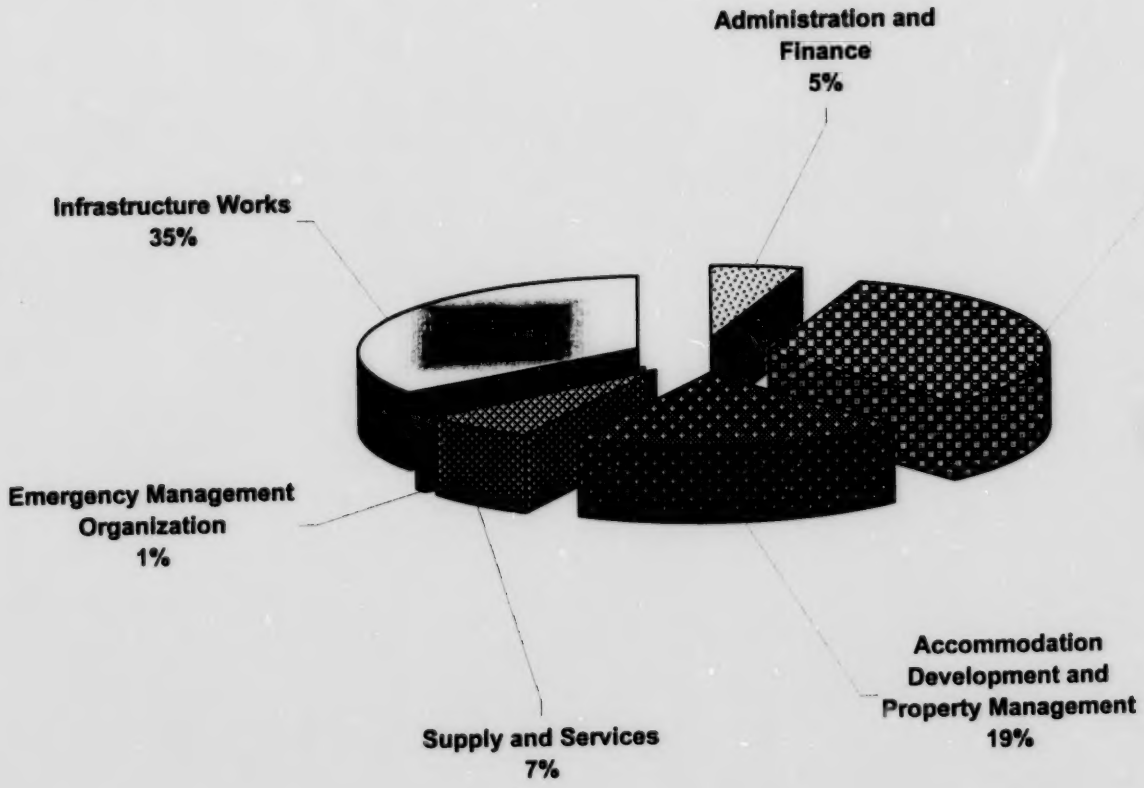
EXPLANATION:

1. Fractions of full-time equivalent represent weeks of employment. For example: 0.50 FTE means 26 weeks of employment.

2. Reconciliation of Salary Amounts

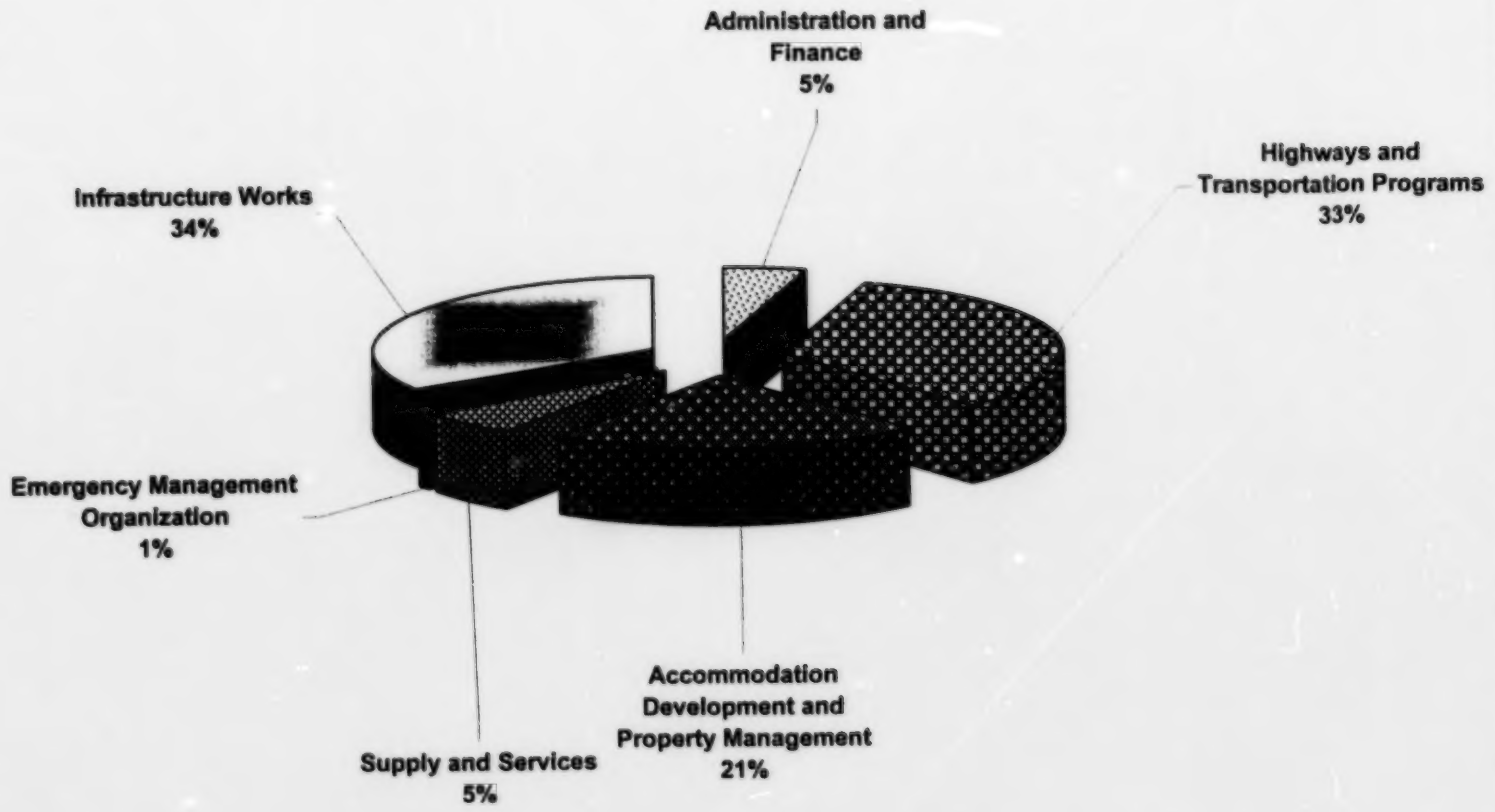
Total Salary Costs per above	118,451.3
Employee Benefits	12,171.7
Allowance for Staff Turnover	(3,148.2)
Net Salary Costs per Schedule 5	**127,474.8**

Percentage Distribution of Salaries
Chart 2


Administration and Finance 5%
Highways and Transportation Programs 33%
Infrastructure Works 35%
Emergency Management Organization 1%
Accommodation Development and Property Management 19%
Supply and Services 7%

Percentage Distribution of Full Time Equivalents

Chart 3


Administration and Finance 5%
Highways and Transportation Programs 33%
Infrastructure Works 34%
Emergency Management Organization 1%
Supply and Services 5%
Accommodation Development and Property Management 21%

PART 2

PROGRAM AND FINANCIAL INFORMATION

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	**Estimates of Expenditure 2001/02 $(000's)**	Estimates of Expenditure 2000/01 $(000's)
15.1	1.	ADMINISTRATION AND FINANCE	**9,029.2**	8,943.0

- Coordinates the departmental administration and planning process, reviews legislation, policies and programs, manages the communication and business planning programs and provides for the departmental occupational safety and health and risk management programs.

- Develops and administers corporate financial policy and oversight, provides centralized accounting services, financial planning and review services and financial reporting services, administers the accommodation cost recovery program.

- Provides human resource management services in the areas of training, career counselling, resource planning, job classification, labour relations, staffing and payroll and benefits administration.

- Coordinates information systems activities within the department to ensure appropriate deployment of related resources in addressing management information needs.

- Provides administrative oversight and pays the indemnities for the Highway Traffic & Motor Transport Board, the Taxicab Board, the License Suspension Appeal Board and the Land Value Appraisal Commission.

a)	Minister's Salary	**28.1**	27.3
b)	Executive Support	**859.2**	840.6
c)	Administrative Services	**737.9**	724.6
d)	Financial Services	**1,705.9**	1,633.8
e)	Human Resource Services	**1,947.6**	1,927.2
f)	Information Technology Services	**3,251.9**	3,156.2
g)	Occupational Health and Safety	**221.4**	224.3
h)	Lieutenant Governor's Office	**249.8**	207.7
j)	Land Value Appraisal Commission	**27.4**	27.4
k)	First Nations Casino Selection Committee	**0.0**	173.9
		9,029.2	8,943.0

SUB-APPROPRIATION 15-1A

MINISTER'S SALARY

Provides for the additional compensation to which an individual appointed to the Executive Council is entitled.

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**28.1**	1.00	27.3

SUB-APPROPRIATION 15-1B

EXECUTIVE SUPPORT

OBJECTIVES:

To provide executive management direction and monitoring for the Department.

To provide administrative support for the Minister and Deputy Ministers.

ACTIVITY IDENTIFICATION:

Advises the Minister on all aspects of policy affecting the Department.

Coordinates and manages the activities of the Department.

Provides administrative support for the offices of the Minister and Deputy Ministers.

EXPECTED RESULTS:

The development of departmental policy positions.

The management of departmental activities and projects.

The delivery of administrative services to the offices of the Minister and Deputy Ministers.

SUB-APPROPRIATION 15-1B

EXECUTIVE SUPPORT

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**235.3**	2.00	230.0
Professional/Technical	**2.00**	**102.3**	2.00	100.0
Administrative Support	**8.00**	**327.8**	8.00	318.5
Employee Benefits	**-**	**76.3**	-	74.6
	12.00	**741.7**	12.00	723.1
Less: Allowance for Staff Turnover	**-**	**(9.8)**	-	(9.8)
Total Salaries & Employee Benefits	**12.00**	**731.9** [1]	12.00	713.3
OTHER EXPENDITURES				
Transportation		**52.5**		52.5
Communication		**25.7**		25.7
Supplies and Services		**26.6**		26.6
Other Operating		**22.5**		22.5
Total Other Expenditures		**127.3**		127.3
TOTAL SUB-APPROPRIATION		**859.2**		840.6

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-1C

ADMINISTRATIVE SERVICES

OBJECTIVES:

To develop, monitor and evaluate management policies, systems and procedures.

To provide co-ordinated executive support, corporate communications and administrative services functions.

ACTIVITY IDENTIFICATION:

Provides corporate management direction through the Office of Assistant Deputy Minister, Administration and Finance including executive support, corporate communications and administrative services support to the divisions of the Department as well as to the Minister's and Deputy Ministers' offices.

Develops and co-ordinates preparation of position or policy papers on departmental or government-wide issues and assists in the preparation of responses to inquiries from central agencies, external organizations and the public regarding departmental programs and activities.

Assists divisions in the preparation of Cabinet and Treasury Board Submissions, corporate communications and briefing notes through research, writing and copy editing.

Provides central administrative support related to physical assets management, communications, vehicle administration and interpretation of administrative policy.

Provides for the administration of the Freedom of Information and Protection of Privacy Act.

Coordinates the Business Planning processes.

EXPECTED RESULTS:

Appropriate utilization and management of departmental resources, physical assets, communication networks and effective program delivery through the delivery of executive management direction and support, integrated planning and policy development, as well as consistent application of administrative policy.

Development of an annual business plan.

Effective response to all applications under the Freedom of Information and Protection of Privacy Act.

SUB-APPROPRIATION 15-1C

ADMINISTRATIVE SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**162.5**	2.00	158.9
Professional/Technical	**1.00**	**53.3**	1.00	52.2
Administrative Support	**6.50**	**252.8**	6.50	245.4
Employee Benefits	-	**27.3**	-	26.1
	9.50	**495.9**	9.50	482.6
Less: Allowance for Staff Turnover	-	**(2.0)**	-	(2.0)
Total Salaries & Employee Benefits	**9.50**	**493.9** [1]	9.50	480.6
OTHER EXPENDITURES				
Transportation		**10.0**		10.0
Communication		**75.0**		75.0
Supplies and Services		**135.0**		135.0
Other Operating		**24.0**		24.0
Total Other Expenditures		**244.0**		244.0
TOTAL SUB-APPROPRIATION		**737.9**		724.6

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-1D

FINANCIAL SERVICES

OBJECTIVES:

To maintain an active comptrollership function by ensuring that financial and administrative policies, services and reporting systems are both developed and administered to effectively meet management and internal requirements.

To provide central financial management services in accordance with governing legislation and to establish financial administration policies and procedures.

ACTIVITY IDENTIFICATION:

Plans, organizes and evaluates departmental financial administration and management activities comprising comprehensive budget estimates planning and support services, financial forecasting and reporting, processing receipts and disbursements, appropriation control, asset accounting and provision of functional direction on financial and administrative policies and procedures and practices to divisional staff.

Maintains key activities essential to fulfilling requirements under the Financial Administration Act, The Appropriations Act(s), Treasury Board directives and central government and departmental policies.

Manages an Accommodation Cost recovery system that allocates charges to all tenants that occupy owned or leased office and warehouse space.

EXPECTED RESULTS:

Provision of an active comptrollership function, ensuring that financial and administrative matters are handled effectively and efficiently, while complying with government policies and procedures.

Development and distribution of the Department's main estimates.

Improvement of fiscal management, accountability and control over departmental resources through enhancement of program and management reporting, and provision of timely and accurate decision making information to the departmental executive.

Provision of comprehensive and timely reports relative to departmental expenditures and revenues.

Delivery of an accommodation cost recovery process including establishing and amending relative policies and administrative procedures.

SUB-APPROPRIATION 15-1D

FINANCIAL SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	77.4	1.00	75.7
Professional/Technical	9.00	508.1	9.00	463.5
Administrative Support	16.00	583.1	16.00	567.7
Employee Benefits	-	134.6	-	120.3
	26.00	1,303.2	26.00	1,227.2
Less: Allowance for Staff Turnover	-	(20.0)	-	(16.1)
Total Salaries & Employee Benefits	26.00	1,283.2 [1]	26.00	1,211.1
OTHER EXPENDITURES				
Transportation		14.4		14.4
Communication		64.5		64.5
Supplies and Services		271.8		271.8
Other Operating		72.0		72.0
Total Other Expenditures		422.7		422.7
TOTAL SUB-APPROPRIATION		1,705.9		1,633.8

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-1E

HUMAN RESOURCE SERVICES

OBJECTIVES:

To effectively meet the human resource needs of the Department through the provision of comprehensive personnel programs, payroll services, benefits administration and employee information and training systems.

ACTIVITY IDENTIFICATION:

Provides professional expertise to the department in the areas of human resource planning, training and development, recruitment and selection, classification, labour relations, employee relations, and pay and benefits documentation and administration.

Represents the department in all human resource dealings with central/external agencies.

Coordinates and integrates departmental Employment Equity program.

EXPECTED RESULTS:

To recruit qualified staff to employment opportunities using current assessment techniques that accurately match position and applicant knowledge, skills and abilities.

To classify new and changed positions under delegated and non-delegated authority to reflect appropriate and consistent classification within the department and throughout government.

To promote an employee relations environment that encourages early intervention and appropriate resolution of workplace issues.

To deliver payroll and benefit services to staff.

To develop and delivery in-house training programs and educational assistance programs to enhance the knowledge, skills and abilities of individuals; the corporate culture of the department and the sustainability of the employment of department employees.

To provide Employment Equity Strategies to enhance the retention of target group employees.

SUB-APPROPRIATION 15-1E

HUMAN RESOURCE SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**145.6**	2.00	142.4
Professional/Technical	**12.00**	**663.5**	12.00	648.6
Administrative Support	**15.75**	**622.6**	15.75	632.7
Employee Benefits	-	**146.7**	-	133.9
	29.75	**1,578.4**	29.75	1,557.6
Less: Allowance for Staff Turnover	-	**(12.5)**	-	(12.1)
Total Salaries & Employee Benefits	**29.75**	**1,565.9** [1]	29.75	1,545.5
OTHER EXPENDITURES				
Transportation		**14.1**		14.1
Communication		**70.4**		70.4
Supplies and Services		**190.0**		190.0
Other Operating		**107.2**		107.2
Total Other Expenditures		**381.7**		381.7
TOTAL SUB-APPROPRIATION		**1,947.6**		1,927.2

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-1F

INFORMATION TECHNOLOGY SERVICES

OBJECTIVES:

To evaluate, develop, implement, maintain, monitor, and operate automated and related manual information exchange and processing systems that meet the Department's needs in both the short-term and long-term.

ACTIVITY IDENTIFICATION:

Prepare department information technology system plans.

Provide consultative services to senior management.

Conduct business process analysis and recommends changes or improvements as appropriate.

Design, acquire, develop, implement, maintain and deploy all automated information systems and equipment in the Department.

Provide central computer operations.

Provide policy direction, training and operational support to staff in the regional offices in the area of information systems management.

Provide data security, business resumption support, and general security awareness as it applies to information technology within the Department and within the Government.

EXPECTED RESULTS:

The development of departmental plans for use of information technology in support of business requirements.

The evaluation, development, implementation and maintenance of effective automated systems and facilities.

The delivery of effective automation support functions.

SUB-APPROPRIATION 15-1F

INFORMATION TECHNOLOGY SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**156.3**	2.00	149.6
Professional/Technical	**30.00**	**1,879.8**	30.00	1,806.3
Administrative Support	**6.00**	**213.6**	6.00	208.8
Employee Benefits	-	**216.0**	-	204.3
	38.00	**2,465.7**	38.00	2,369.0
Less: Allowance for Staff Turnover	-	**(30.2)**	-	(29.2)
Total Salaries & Employee Benefits	**38.00**	**2,435.5** [1]	38.00	2,339.8
OTHER EXPENDITURES				
Transportation		**11.1**		11.1
Communication		**29.5**		29.5
Supplies and Services		**353.8**		353.8
Other Operating		**422.0**		422.0
Total Other Expenditures		**816.4**		816.4
TOTAL SUB-APPROPRIATION		**3,251.9**		3,156.2

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-1G

OCCUPATIONAL HEALTH AND SAFETY

OBJECTIVES:

Management of risks to the safety, health and well being of employees, visitors and the public arising out of the work activities performed by or on behalf of the Department.

ACTIVITY IDENTIFICATION:

Maintain existing occupational safety, health and risk management programs. Major programs include; Fleet and Equipment Safety, Hearing Conservation, Workplace Hazardous Materials Control, First Aid/CPR, Supportive Employment and Disability Case Management and related training initiatives.

Integration of occupational safety, health and risk management programs within the new amalgamated department.

Development of an Organizational Health and Wellness Program and a formal Ergonomics Program.

EXPECTED RESULTS:

Management of occupational safety and health risks and related losses

Successful integration of safety, health and risk management programs within the amalgamated department.

Implementation of an approved Organizational Health and Wellness Program and a formal Ergonomics Program.

SUB-APPROPRIATION 15-1G

OCCUPATIONAL HEALTH & SAFETY

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**51.1**	1.00	50.0
Administrative Support	**2.00**	**94.0**	2.00	98.3
Employee Benefits	**-**	**12.4**	-	12.1
	3.00	**157.5**	3.00	160.4
Less: Allowance for Staff Turnover	**-**	**(2.0)**	-	(2.0)
Total Salaries & Employee Benefits	**3.00**	**155.5**	3.00	158.4
OTHER EXPENDITURES				
Transportation		**10.0**		10.0
Communication		**6.0**		6.0
Supplies and Services		**27.0**		27.0
Other Operating		**22.9**		22.9
Total Other Expenditures		**65.9**		65.9
TOTAL SUB-APPROPRIATION		**221.4**		224.3

SUB-APPROPRIATION 15-1H

LIEUTENANT GOVERNOR'S OFFICE

OBJECTIVES:

To provide support staff and related expenditures for operations of the Office of the Lieutenant Governor.

ACTIVITY IDENTIFICATION:

The Lieutenant Governor summons and prorogues the Legislative Assembly, approves Orders-in-Council with consent of the Legislative Assembly, and gives Royal Assent to Legislation.

The Administration appropriation provides staff, office operating expenses, incidental and domestic allowances to enable the Lieutenant Governor to fulfill the official duties and functions of the position.

EXPECTED RESULTS:

The delivery of administrative services to the Office of the Lieutenant Governor.

SUB-APPROPRIATION 15-1H

LIEUTENANT GOVERNOR'S OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**57.3**	1.00	57.3
Administrative Support	**2.00**	**77.3**	1.00	41.9
Employee Benefits	**-**	**11.1**	-	10.6
	3.00 [1]	**145.7**	2.00	109.8
Less: Allowance for Staff Turnover	**-**	**(2.1)**	-	(2.1)
Total Salaries & Employee Benefits	**3.00**	**143.6**	2.00	107.7
OTHER EXPENDITURES				
Transportation		**19.2**		19.2
Communication		**12.6**		12.6
Supplies and Services		**48.2**		41.4
Other Operating		**26.2**		26.8
Total Other Expenditures		**106.2**		100.0
TOTAL SUB-APPROPRIATION		**249.8**		207.7

Explanations:

1. One additional staff for support to the Lieutenant Governor's office.

SUB-APPROPRIATION 15-1J

LAND VALUE APPRAISAL COMMISSION

OBJECTIVES:

To act as an independent group to review government land purchases and expropriations in accordance with the Land Acquisition Act and the Expropriation Act.

ACTIVITY IDENTIFICATION:

Determines and certifies due compensation for the acquisition of land by any designated authority with the power of purchase or expropriation.

Provides "Reasons" with respect to decisions involving contentious matters for publishing in the Canada Law Book - "Land Compensation Reports".

Reviews land transfer agreements handled by Land management Services with values in excess of predetermined amounts in an administrative rather than ad judicatory role.

EXPECTED RESULTS:

Issuance of certificates within 14 days of a hearing including fair market value and award of due compensation for any losses, damages and costs incurred.

Public hearings within 2 weeks after receipt of a request involving an agreement and within 8 weeks for a non-agreement.

SUB-APPROPRIATION 15-1J

LAND VALUE APPRAISAL COMMISSION

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Total Other Expenditures		**27.4**		27.4
TOTAL SUB-APPROPRIATION		**27.4**		27.4

SUB-APPROPRIATION 15-1K

FIRST NATIONS CASINO SELECTION COMMITTEE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
OTHER EXPENDITURES				
Transportation		**0.0**		14.0
Communications		**0.0**		0.5
Supplies and Services		**0.0**		157.8
Other Operating		**0.0**		1.6
Total Other Expenditures		**0.0**		173.9
TOTAL SUB-APPROPRIATION		**0.0** [1]		173.9

Explanations:

1. Represents completion of the First Nation Casino Selection Process.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	Estimates of Expenditure 2001/02 $(000's)	Estimates of Expenditure 2000/01 $(000's)
15.2	2.	HIGHWAYS AND TRANSPORTATION PROGRAMS	**61,734.8**	60,439.8

- Provides central management services and specialized functional support in contract administration, bridge design and engineering to the Department's construction, maintenance, winter roads and municipal assistance programs.

- Provides for safe movement of vehicular traffic on Manitoba Highways by the enforcement of safety regulations.

- Provides program management, planning and highway design to support the development of the primary and secondary roads system.

- Provides for the operation and maintenance of provincial airports and ferries in Northern Manitoba.

- Provides technical services in materials and research activities and traffic engineering.

- Provides policy advice, planning, research and co-ordination for all modes of freight and passenger activity. Provides federal/provincial, inter-provincial and industry liaison.

- Administers programs for the licencing of drivers and vehicles and collects revenues provided for in The Highway Traffic Act.

- Regulates motor carriers, administers The Highway Protection, Highway Traffic and Off-Road Vehicles Acts; provides an appeal procedure for citizens whose driving privileges have been suspended; regulates taxicab, limousine and handivan licencing within the City of Winnipeg.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	Estimates of Expenditure 2001/02 $(000's)	Estimates of Expenditure 2000/01 $(000's)
15.2	2.	HIGHWAYS AND TRANSPORTATION PROGRAMS	**61,734.8**	60,439.8
		a) Management Services	**451.4**	434.5
		b) Operations and Contracts	**2,773.3**	2,680.6
		c) Bridges and Structures	**2,491.2**	2,437.8
		d) Transportation Safety and Regulatory Services	**3,578.7**	3,868.3
		e) Regional Offices		
		1) Eastern Region Office	**3,075.7**	2,854.9
		2) South Central Region Office	**3,102.4**	2,927.8
		3) South Western Region Office	**2,848.1**	2,747.5
		4) West Central Region Office	**2,322.4**	2,230.8
		5) Northern Region Office	**2,054.1**	1,911.7
		f) Other Jurisdictions	**1,479.7**	1,514.7
		g) Planning and Design	**2,202.4**	2,182.4
		h) Northern Airports and Marine Services	**6,181.3**	6,022.6
		j) Materials and Research	**1,296.4**	1,255.0
		k) Traffic Engineering	**1,075.0**	1,082.9
		m) Policy, Planning and Development	**2,505.9**	2,553.2
		n) Driver and Vehicle Licencing	**22,928.0**	22,386.4
		p) Boards and Committees		
		1) Motor Transport and Highway Traffic Boards	**586.6**	582.8
		2) Licence Suspension Appeal Board and Medical Review Committee	**321.7**	325.9
		3) Taxicab Board	**460.5**	440.0
			61,734.8	60,439.8

SUB-APPROPRIATION 15-2A

MANAGEMENT SERVICES

OBJECTIVES:

To provide management direction to the Engineering and Operations Division.

To ensure the effective and efficient delivery of road and airfield construction, maintenance and municipal assistance programs throughout the province.

To operate and maintain the ferry service.

To establish effective environmental standards for use of resources and materials.

ACTIVITY IDENTIFICATION:

Provides management of the Department's road construction, maintenance and municipal assistance programs delivered through the five regions.

Provides management of the Department's provincial airport system and marine operations.

Provides administrative support to Branch managers.

Monitors effectiveness of standards, services and facilities within the jurisdiction of the Division.

EXPECTED RESULTS:

Adherence to prescribed standards, specifications, procedures and budgetary considerations.

Effective delivery of the road and airfield construction, and maintenance programs in all regions of the Province to allow safe, efficient and convenient movement of people and goods.

Effective delivery of ferry service throughout the Province.

Elimination or minimization of adverse environmental impacts through province-wide conformance with program standards respecting resource conservation, waste management, and safe handling and storage of materials and chemicals.

SUB-APPROPRIATION 15-2A

MANAGEMENT SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**181.1**	**2.00**	168.5
Administrative Support	**4.00**	**174.9**	**4.00**	172.5
Employee Benefits	**-**	**37.9**	**-**	36.0
Total Salaries & Employee Benefits	**6.00**	**393.9** [1]	**6.00**	377.0
OTHER EXPENDITURES				
Transportation		**13.7**		13.7
Communication		**10.0**		10.0
Supplies and Services		**26.6**		26.6
Other Operating		**7.2**		7.2
Total Other Expenditures		**57.5**		57.5
TOTAL SUB-APPROPRIATION		**451.4**		434.5

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2B

OPERATIONS AND CONTRACTS

OBJECTIVES

To ensure the timely preparation, advertising, awarding and payment of contracts pertaining to construction and maintenance.

To ensure that effective maintenance and construction standards, specifications and procedures are in place and adhered to in the delivery of the construction and maintenance programs.

ACTIVITY IDENTIFICATION:

Administers contracts, including setting specifications, preparing tender and contract documents, advertising, awarding contracts, and processing contract payments.

Establishes effective standards, specifications and procedures for the use of environmental resources, materials and management of wastes.

Establishes province wide construction and maintenance standards, specifications and procedures the construction and maintenance programs.

Closely monitors the quality, quantity, cost, progress and delivery of the construction and maintenance programs through various quality assurance systems and ensures an acceptable level of technical training.

EXPECTED RESULTS:

Fair, consistent and enforceable contracts that properly protect government interests and objectives.

Timely preparation, advertising, awarding and payment of contracts for highway construction and maintenance projects in Manitoba.

Adherence to prescribed construction and maintenance standards, specifications, procedures, and budgetary considerations.

SUB-APPROPRIATION 15-2B

OPERATIONS AND CONTRACTS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	5.00	361.0	5.00	321.4
Professional/Technical	24.00	1,220.7	24.00	1,166.9
Administrative Support	16.50	536.5	16.50	524.4
Employee Benefits	-	170.5	-	158.3
	45.50	2,288.7	45.50	2,171.0
Less: Allowance for Staff Turnover	-	(100.0)	-	(75.0)
Total Salaries & Employee Benefits	45.50	2,188.7 [1]	45.50	2,096.0
OTHER EXPENDITURES				
Grants		62.5		62.5
Transportation		97.2		97.2
Communication		53.1		53.1
Supplies and Services		311.4		311.4
Other Operating		60.4		60.4
Total Other Expenditures		584.6		584.6
TOTAL SUB-APPROPRIATION		2,773.3		2,680.6

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2C

BRIDGES AND STRUCTURES

OBJECTIVES:

To ensure safe and effective provincial bridge infrastructure, through efficient delivery of the bridge design, construction and rehabilitation.

ACTIVITY IDENTIFICATION:

Design, prepare detailed plans and specifications, and supervise construction of: bridges, grade separation structures, overhead sign structures, large culverts and other miscellaneous structures.

Rate capacity of existing bridges and structures for increased allowable highway loading and special permit overloads.

Inspect and monitor condition of bridges, structures and large culverts.

Coordinate the annual rehabilitation and repair for existing bridges, structures and large culverts.

Provide bridge engineering technical advice and recommendations to regions on hydraulics, soil investigation and analysis, and structural matters.

Administer the Rural Municipal Bridge Assistance Program.

Provide technical advice and recommendations on bridge infrastructure matters during emergency situations, e.g. floods.

EXPECTED RESULTS:

The construction of new bridges, culverts and structures to standards that provide for the safe and efficient passage of vehicles.

Maintain the safety and integrity of existing bridge infrastructure.

Assistance to municipal governments in the construction of local bridge infrastructure.

SUB-APPROPRIATION 15-2C

BRIDGES AND STRUCTURES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	3.00	222.1	3.00	212.2
Professional/Technical	30.00	1,663.6	30.00	1,612.2
Administrative Support	4.00	140.3	4.00	137.1
Employee Benefits	-	191.7	-	182.8
	37.00	2,217.7	37.00	2,144.3
Less: Allowance for Staff Turnover	-	(70.0)	-	(50.0)
Total Salaries & Employee Benefits	37.00	2,147.7 [1]	37.00	2,094.3
OTHER EXPENDITURES				
Transportation		22.0		22.0
Communication		37.0		37.0
Supplies and Services		191.2		191.2
Other Operating		93.3		93.3
Total Other Expenditures		343.5		343.5
TOTAL SUB-APPROPRIATION		2,491.2		2,437.8

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2D

TRANSPORTATION REGULATION

OBJECTIVES:

To enhance public safety through the development, communication and administration of commercial motor carrier regulatory and safety services in a manner that protects highway infrastructure and promotes the economy.

ACTIVITY IDENTIFICATION:

Compliance and Regulatory Services (CRS) and Transportation Safety and Regulation (TSR), develop, administer and monitor programs relative to the commercial motor carrier industry including Weights and Dimensions, Commercial Vehicle Safety Alliance (CVSA), Mechanical Truck Safety Inspection Program, Dangerous Goods, Licencing, various National Safety Code Initiatives and the Spring Road Restriction Program.

Develops, issues and administers Oversize, Overweight Permit Policies and collects various single trip, fuel tax, permit and authority fees.

Coordinates program development in consultation with stakeholders and delivers regulatory educational presentations and seminars on various safety and regulatory initiatives.

Administers a Safety Fitness test upon entry to the industry on for-hire commercial motor carriers and intra-provincial short-line railways.

Delivers a carrier facility audit program and rates the safety performance of carriers and intra-provincial railways operating in Manitoba. Establishes and provides a comprehensive safety program for monitoring and regulating Short Line Intra-Provincial Railways.

Maintains a carrier profile data warehouse containing information on certification, driver and carrier convictions, facility audit information, and accident and vehicle inspection data.

EXPECTED RESULTS:

Compliance with regulatory and safety initiatives, preservation of Manitoba's highway infrastructure investment and the enhancement of public safety.

Enhanced economic viability for Manitoba businesses dependent on the trucking industry, through the development of special programs.

Reduction in the number of commercial vehicle collisions, injuries and fatalities through enhanced monitoring and evaluation of commercial carrier safety programs and fitness ratings; and improved enforcement of provincial and federal legislation; inter-jurisdictional exchange of commercial vehicle information and educational awareness programs.

SUB-APPROPRIATION 15-2D

TRANSPORTATION SAFETY AND REGULATORY SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	2.00	145.6	2.00	142.3
Technical/Professional	35.00	1,425.7	35.00	1,324.0
Administrative Support	27.31	1,141.1	27.31	1,115.4
Employee Benefits	-	267.5	-	249.8
	64.31	2,979.9	64.31	2,831.5
Less: Allowance for Staff Turnover	-	(105.0)	-	(55.0)
Total Salaries & Employee Benefits	64.31	2,874.9 [1]	64.31	2,776.5
OTHER EXPENDITURES				
Transportation		229.4		229.4
Communication		57.4		57.4
Supplies and Services		237.6		625.6
Other Operating		179.4		179.4
Total Other Expenditures		703.8 [2]		1,091.8
TOTAL SUB-APPROPRIATION		3,578.7		3,868.3

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Decrease due to completion of the Carrier Profile System upgrade.

SUB-APPROPRIATION 15-2E-1

EASTERN REGION OFFICE

OBJECTIVES:

To effectively develop and deliver the road construction, maintenance, and municipal assistance programs in the region, ensuring that projects and activities are carried out to departmental standards and incorporate the principles of sustainable development.

ACTIVITY IDENTIFICATION:

Coordinates engineering, construction supervision and maintenance field operations for highway programs in the region.

Liaises with central office to ensure uniformity and consistency with respect to policy, standards and procedures.

Conducts road maintenance activities in an environmentally sound and economically sustainable manner by reclaiming and recycling materials, by operating equipment in a cost-effective manner and by providing for effective material storage and waste management.

Prepares project proposals and priorities within the region.

Monitors contract work to ensure quality control and adherence to specifications and standards.

Processes applications for permission to place buried cables under provincial highways.

Administers all financial and general administrative matters for the region.

EXPECTED RESULTS:

All provincial highways and roads in the region are constructed, upgraded and maintained to a standard that provides for the safe, efficient and convenient movement of people, goods and services and promotes sustainable economic growth.

Distribution and communication of project status reports.

The development of project proposals identified for future consideration and prioritization.

Protection of highway infrastructure through appropriate review and processing of requests for buried cables.

Effective planning and programming capabilities and sound financial and management control.

SUB-APPROPRIATION 15-2E-1

EASTERN REGION OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.2**	1.00	79.4
Technical/Professional	**35.00**	**1,777.4**	35.00	1,633.1
Administrative Support	**14.00**	**452.5**	14.00	442.3
Employee Benefits	**-**	**224.1**	-	207.1
	50.00	**2,535.2**	50.00	2,361.9
Less: Allowance for Staff Turnover	**-**	**(95.0)**	-	(45.0)
Total Salaries & Employee Benefits	**50.00**	**2,440.2** [1]	50.00	2,316.9
OTHER EXPENDITURES				
Transportation		**70.0**		70.0
Communication		**80.0**		80.0
Supplies and Services		**425.4**		327.9
Other Operating		**60.1**		60.1
Total Other Expenditures		**635.5**		538.0
TOTAL SUB-APPROPRIATION		**3,075.7**		2,854.9

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2E-2

SOUTH CENTRAL REGION OFFICE

OBJECTIVES:

To effectively develop and deliver the road construction, maintenance, and municipal assistance programs in the region, ensuring that projects and activities are carried out to departmental standards and incorporate the principles of sustainable development.

ACTIVITY IDENTIFICATION:

Coordinates engineering, construction supervision and maintenance field operations for highway programs in the region.

Liaises with central office to ensure uniformity and consistency with respect to policy, standards and procedures.

Conducts road maintenance activities in an environmentally sound and economically sustainable manner by reclaiming and recycling materials, by operating equipment in a cost-effective manner and by providing for effective material storage and waste management.

Prepares project proposals and priorities within the region.

Monitors contract work to ensure quality control and adherence to specifications and standards.

Processes applications for permission to place buried cables under provincial highways.

Administers all financial and general administrative matters for the region.

EXPECTED RESULTS:

All provincial highways and roads in the region are constructed, upgraded and maintained to a standard that provides for the safe, efficient and convenient movement of people, goods and services and promotes sustainable economic growth.

Distribution and communication of project status reports.

The development of project proposals identified for future consideration and prioritization.

Protection of highway infrastructure through appropriate review and processing of requests for buried cables.

Effective planning and programming capabilities and sound financial and management control.

SUB-APPROPRIATION 15-2E-2

SOUTH CENTRAL REGION OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.2**	1.00	79.4
Technical/Professional	**33.00**	**1,658.4**	33.00	1,563.4
Administrative Support	**15.00**	**508.3**	15.00	496.9
Employee Benefits	**-**	**228.1**	-	214.7
	49.00	**2,476.0**	49.00	2,354.4
Less: Allowance for Staff Turnover	**-**	**(95.0)**	-	(45.0)
Total Salaries & Employee Benefits	**49.00**	**2,381.0** [1]	49.00	2,309.4
OTHER EXPENDITURES				
Transportation		**90.0**		90.0
Communication		**80.0**		80.0
Supplies and Services		**476.8**		373.8
Other Operating		**74.6**		74.6
Total Other Expenditures		**721.4**		618.4
TOTAL SUB-APPROPRIATION		**3,102.4**		2,927.8

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2E-3

SOUTH WESTERN REGION OFFICE

OBJECTIVES:

To effectively develop and deliver the road construction, maintenance, and municipal assistance programs in the region, ensuring that projects and activities are carried out to departmental standards and incorporate the principles of sustainable development.

ACTIVITY IDENTIFICATION:

Coordinates engineering, construction supervision and maintenance field operations for highway programs in the region.

Liaises with central office to ensure uniformity and consistency with respect to policy, standards and procedures.

Conducts road maintenance activities in an environmentally sound and economically sustainable manner by reclaiming and recycling materials, by operating equipment in a cost-effective manner and by providing for effective material storage and waste management.

Prepares project proposals and priorities within the region.

Monitors contract work to ensure quality control and adherence to specifications and standards.

Processes applications for permission to place buried cables under provincial highways.

Administers all financial and general administrative matters for the region.

EXPECTED RESULTS:

All provincial highways and roads in the region are constructed, upgraded and maintained to a standard that provides for the safe, efficient and convenient movement of people, goods and services and promotes sustainable economic growth.

Distribution and communication of project status reports.

The development of project proposals identified for future consideration and prioritization.

Protection of highway infrastructure through appropriate review and processing of requests for buried cables.

Effective planning and programming capabilities and sound financial and management control.

SUB-APPROPRIATION 15-2E-3

SOUTH WESTERN REGION OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.2**	1.00	79.4
Technical/Professional	**28.00**	**1,512.6**	28.00	1,440.1
Administrative Support	**16.00**	**523.8**	16.00	512.0
Employee Benefits	-	**205.9**	-	196.6
	45.00	**2,323.5**	45.00	2,228.1
Less: Allowance for Staff Turnover	-	**(95.0)**	-	(45.0)
Total Salaries & Employee Benefits	**45.00**	**2,228.5** [1]	45.00	2,183.1
OTHER EXPENDITURES				
Transportation		**68.0**		68.0
Communication		**82.0**		82.0
Supplies and Services		**396.4**		341.2
Other Operating		**73.2**		73.2
Total Other Expenditures		**619.6**		564.4
TOTAL SUB-APPROPRIATION		**2,848.1**		2,747.5

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2E-4

WEST CENTRAL REGION OFFICE

OBJECTIVES:

To effectively develop and deliver the road construction, maintenance, and municipal assistance programs in the region, ensuring that projects and activities are carried out to departmental standards and incorporate the principles of sustainable development.

ACTIVITY IDENTIFICATION:

Coordinates engineering, construction supervision and maintenance field operations for highway programs in the region.

Liaises with central office to ensure uniformity and consistency with respect to policy, standards and procedures.

Conducts road maintenance activities in an environmentally sound and economically sustainable manner by reclaiming and recycling materials, by operating equipment in a cost-effective manner and by providing for effective material storage and waste management.

Prepares project proposals and priorities within the region.

Monitors contract work to ensure quality control and adherence to specifications and standards.

Processes applications for permission to place buried cables under provincial highways.

Administers all financial and general administrative matters for the region.

EXPECTED RESULTS:

All provincial highways and roads in the region are constructed, upgraded and maintained to a standard that provides for the safe, efficient and convenient movement of people, goods and services and promotes sustainable economic growth.

Distribution and communication of project status reports.

The development of project proposals identified for future consideration and prioritization.

Protection of highway infrastructure through appropriate review and processing of requests for buried cables.

Effective planning and programming capabilities and sound financial and management control.

SUB-APPROPRIATION 15-2E-4

WEST CENTRAL REGION OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.2**	1.00	79.4
Technical/Professional	**23.00**	**1,198.9**	23.00	1,156.8
Administrative Support	**13.00**	**430.4**	13.00	420.7
Employee Benefits	-	**157.2**	-	150.0
	37.00	**1,867.7**	37.00	1,806.9
Less: Allowance for Staff Turnover	-	**(80.0)**	-	(40.0)
Total Salaries & Employee Benefits	**37.00**	**1,787.7** [1]	37.00	1,766.9
OTHER EXPENDITURES				
Transportation		**60.0**		60.0
Communication		**48.0**		48.0
Supplies and Services		**336.2**		265.4
Other Operating		**90.5**		90.5
Total Other Expenditures		**534.7**		463.9
TOTAL SUB-APPROPRIATION		**2,322.4**		2,230.8

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2E-5

NORTHERN REGION OFFICE

OBJECTIVES:

To effectively develop and deliver the road construction, maintenance, and municipal assistance programs in the region, ensuring that projects and activities are carried out to departmental standards and incorporate the principles of sustainable development.

ACTIVITY IDENTIFICATION:

Coordinates engineering, construction supervision and maintenance field operations for highway programs in the region.

Liaises with central office to ensure uniformity and consistency with respect to policy, standards and procedures.

Conducts road maintenance activities in an environmentally sound and economically sustainable manner by reclaiming and recycling materials, by operating equipment in a cost-effective manner and by providing for effective material storage and waste management.

Prepares project proposals and priorities within the region.

Monitors contract work to ensure quality control and adherence to specifications and standards.

Processes applications for permission to place buried cables under provincial highways.

Administers all financial and general administrative matters for the region.

EXPECTED RESULTS:

All provincial highways and roads in the region are constructed, upgraded and maintained to a standard that provides for the safe, efficient and convenient movement of people, goods and services and promotes sustainable economic growth.

Distribution and communication of project status reports.

The development of project proposals identified for future consideration and prioritization.

Protection of highway infrastructure through appropriate review and processing of requests for buried cables.

Effective planning and programming capabilities and sound financial and management control.

SUB-APPROPRIATION 15-2E-5

NORTHERN REGION OFFICE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.2**	1.00	79.4
Technical/Professional	**18.00**	**1,072.6**	17.00	927.7
Administrative Support	**11.00**	**373.7**	11.00	365.3
Employee Benefits	**-**	**127.5**	-	115.2
	30.00	**1,655.0**	29.00	1,487.6
Less: Allowance for Staff Turnover	**-**	**(55.0)**	-	(30.0)
Total Salaries & Employee Benefits	**30.00** [2]	**1,600.0** [1]	29.00	1,457.6
OTHER EXPENDITURES				
Transportation		**85.0**		85.0
Communication		**35.0**		35.0
Supplies and Services		**270.3**		270.3
Other Operating		**63.8**		63.8
Total Other Expenditures		**454.1**		454.1
TOTAL SUB-APPROPRIATION		**2,054.1**		1,911.7

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Transfer of one staff year from Mechanical Equipment Services to support Northern Region Office.

SUB-APPROPRIATION 15-2F

OTHER JURISDICTIONS

OBJECTIVES:

To provide specialized services to other government departments, and other jurisdictions such as Cities, Towns, Villages, Municipalities, Local Government Districts, government agencies, crown corporations and the Federal Government.

ACTIVITY IDENTIFICATION:

Provides road construction and maintenance services to other jurisdictions on a 100% cost recoverable basis.

Provides specialized equipment services not readily available from the private sector on a 100% cost recoverable basis.

Provides for construction programs of other jurisdictions to be incorporated into provincial construction projects on a 100% cost recoverable basis.

Provides repairs to highway installations, structures and pavements damaged by accidents and utility installation on a 100% cost recoverable basis.

EXPECTED RESULTS:

The delivery of services to other jurisdictions lacking technical expertise and resources.

The development of coordinated construction projects to provide for more cost-effective construction.

More convenient and efficient delivery of construction and maintenance services in remote areas of the Province where the Department is the only service provider.

Restoration of highway infrastructure and structures to acceptable standards.

SUB-APPROPRIATION 15-2F

OTHER JURISDICTIONS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Professional/Technical	**15.00**	**641.7**	15.00	626.7
Employee Benefits		**25.0**	-	25.0
	15.00	**666.7**	15.00	651.7
Less: Allowance for Staff Turnover	-	**(50.0)**	-	-
Total Salaries & Employee Benefits	**15.00**	**616.7**	15.00	651.7
OTHER EXPENDITURES				
Total Other Expenditures		**1,863.0**		1,863.0
Total Gross Expenditures		**2,479.7**		2,514.7
Less: Recoverable from other Government Departments		**(1,000.0)**		(1,000.0)
NET EXPENDITURES		**1,479.7**		1,514.7

SUB-APPROPRIATION 15-2G

PLANNING AND DESIGN

OBJECTIVES:

To provide management direction to Highway Engineering within the Engineering and Operations Division.

To plan, design, program and protect the existing and future highway system by consideration of safety, traffic demand, engineering, socio-economic factors, and the environment.

ACTIVITY IDENTIFICATION:

Provides management direction for the functional branches of the Division.

Provides expertise in highway detailed design, prepares highway design criteria and bridge widths, develops functional and detailed designs of complex projects, and undertakes highway network planning studies.

Reviews departmental projects to determine the requirement of environmental licences.

Administers right-of-way acquisitions for highway projects.

Reviews land development proposals and administers access controls to protect the existing and future highway system.

Provides drafting, mapping, and photogrammetry services and maintains central plan file for projects and legal plans.

Coordinates changes to utility and railway crossings of highway rights-of-way.

EXPECTED RESULTS:

Delivery of divisional services and programs in accordance with established policies and objectives.

Delivery of planning and design services which result in a highway network which is safe, efficient, convenient, environmentally compatible and contributes to the sustainable economic and social development of Manitoba.

Provision of data and advice to provincial boards exercising authority over land use control and access along PTH's and administration of that authority on Provincial Roads.

Production of Manitoba's Official Highway Map.

SUB-APPROPRIATION 15-2G

PLANNING AND DESIGN

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**156.3**	3.00	199.6
Professional/Technical	**23.00**	**1,190.5**	23.00	1,127.8
Administrative Support	**7.00**	**279.5**	7.00	273.2
Employee Benefits	-	**165.1**	-	150.8
	32.00	**1,791.4**	33.00	1,751.4
Less: Allowance for Staff Turnover	-	**(45.0)**	-	(25.0)
Total Salaries & Employee Benefits	**32.00** [2]	**1,746.4** [1]	33.00	1,726.4
OTHER EXPENDITURES				
Transportation		**22.8**		22.8
Communication		**29.8**		29.8
Supplies and Services		**336.1**		336.1
Other Operating		**67.3**		67.3
Total Other Expenditures		**456.0**		456.0
TOTAL SUB-APPROPRIATION		**2,202.4**		2,182.4

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Reduction of one vacant Assistant Deputy Minister position due to reorganization of the management structure of the Transportation Program.

SUB-APPROPRIATION 15-2H

NORTHERN AIRPORTS AND MARINE SERVICES

OBJECTIVES:

To provide for the safe and efficient operation and maintenance of provincial airports, ferries and auxiliary facilities in remote and isolated communities of northern Manitoba in consideration of those communities' transportation and emergency needs.

ACTIVITY IDENTIFICATION:

Operates and maintains 22 airports as well as 6 passenger/vehicle ferries in Northern Manitoba.

Prepares airport development program to support services including commercial traffic, medical retrievals, forest protection, tourism and resource development.

Undertakes airport upgrading projects to improve airport safety and as well as traveler accessibility.

Provides preventive maintenance and refurbishing of motor vessels and cable ferries to assure safety and prolong use.

Provides training workshops including first aid, airport management, equipment operating, radio operating as well as emergency response.

Administers the Manitoba Airport Operating and Capital Assistance Programs.

EXPECTED RESULTS:

Provision of airport services to northern and remote communities, including facilities supporting emergency services and airlifts.

Timely and appropriate response in emergencies as well as effective airport operation through appropriate training programs.

Assistance to municipal airport commissions respecting safe airport operation through the provision of operating and capital grants.

Improved access for the physically disabled at provincial airports.

Provision of an economical alternative to bridges and/or road networks in remote areas of the province.

SUB-APPROPRIATION 15-2H

NORTHERN AIRPORTS AND MARINE SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**131.5**	2.00	128.5
Professional/Technical	**69.23**	**3,146.4**	69.23	2,981.7
Administrative Support	**5.00**	**211.4**	5.00	206.6
Employee Benefits	-	**336.2**	-	320.0
	76.23	**3,825.5**	76.23	3,636.8
Less: Allowance for Staff Turnover	-	**(115.0)**	-	(85.0)
Total Salaries & Employee Benefits	**76.23**	**3,710.5** [1]	76.23	3,551.8
OTHER EXPENDITURES				
Grants		**73.8**		73.8
Transportation		**200.0**		200.0
Communication		**117.0**		117.0
Supplies and Services		**1,678.7**		1,678.7
Other Operating		**401.3**		401.3
Total Other Expenditures		**2,470.8**		2,470.8
TOTAL SUB-APPROPRIATION		**6,181.3**		6,022.6

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2J

MATERIALS AND RESEARCH

OBJECTIVES:

To provide specialized standards and design, research, testing and evaluation services toward the development and maintenance of structurally competent highway embankments and pavements.

ACTIVITY IDENTIFICATION:

Provides information to optimize the cost-effective supply of aggregate resources for the construction and maintenance programs and liases with external agencies to protect the department's aggregate needs.

Provides specialized materials testing services to ensure compliance with specifications and develops testing standards to address local conditions.

Provides pavement structural designs for the construction and the rehabilitation of pavements and structural assessments to determine spring restriction needs and the impact of special hauling proposals.

Provides and manages geotechnical investigations and studies for embankment stability, groundwater and erosion assessment and protection.

Develops and manages field and lab pavement research projects.

Designs and evaluates bituminous and concrete products for pavements and structures.

Provides field testing and field quality control equipment and services.

EXPECTED RESULTS:

Engineering design and assessment services to provide an adequate and sustainable highway infrastructure to accommodate public and commercial traffic.

The supply of materials and products compliant with sustainable standards.

Technological innovation resulting in more effective use of resources, safer and longer-lasting transportation facilities and improved processes.

SUB-APPROPRIATION 15-2J

MATERIALS AND RESEARCH

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**149.7**	2.00	146.3
Professional/Technical	**30.00**	**1,393.9**	30.00	1,346.2
Administrative Support	**4.00**	**143.0**	4.00	139.8
Employee Benefits	**-**	**156.3**	-	149.2
	36.00	**1,842.9**	36.00	1,781.5
Less: Allowance for Staff Turnover	**-**	**(25.0)**	-	(5.0)
Total Salaries & Employee Benefits	**36.00**	**1,817.9** [1]	36.00	1,776.5
OTHER EXPENDITURES				
Transportation		**60.0**		60.0
Communication		**35.0**		35.0
Supplies and Services		**429.8**		357.5
Other Operating		**75.2**		75.2
Total Other Expenditures		**600.0**		527.7
Total Gross Expenditures		**2,417.9**		2,304.2
Less: Recoverable from other Approrpiations		**(1,121.5)**		(1,049.2)
TOTAL SUB-APPROPRIATION		**1,296.4**		1,255.0

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2K

TRAFFIC ENGINEERING

OBJECTIVES:

To promote the safe and optimum movement of vehicle and pedestrian traffic on the provincial highway network through proper design, application and management of the operation of traffic control devices.

ACTIVITY IDENTIFICATION:

Manages and directs the installation, maintenance and operation of all traffic control devices including pavement markings, traffic signals, major signs, flashing lights and pedestrian corridors, and traffic barriers (guardrail).

Establishes standards/policies for the installation and maintenance of all traffic control devices.

Manages and directs speed limit reviews and provides recommendations to the Highway Traffic Board respecting speed limits on provincial routes.

Provides expertise respecting traffic control within the Engineering and Operations Division, and to other departments and jurisdictions.

Manages and directs the illumination of provincial highways.

Manages and directs the traffic monitoring program including the production of an annual report on traffic flows on the provincial highway system.

Maintains a database traffic accident record on provincial highways to assist in the identification of problem areas and the evaluation of mitigative measures.

EXPECTED RESULTS:

Traffic accident reduction and improved operational efficiencies due to the proper application and operation of traffic control devices.

Effective control of opposing traffic and enhanced safety through completion of the annual pavement marking retracement program.

Minimum down time of traffic signals due to malfunction or traffic accident through timely response.

SUB-APPROPRIATION 15-2K

TRAFFIC ENGINEERING

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**77.4**	1.00	75.7
Professional/Technical	**9.00**	**503.7**	9.00	482.0
Administrative Support	**6.00**	**197.1**	6.00	192.7
Employee Benefits	-	**94.5**	-	90.2
	16.00	**872.7**	16.00	840.6
Less: Allowance for Staff Turnover	-	**(45.0)**	-	(5.0)
Total Salaries & Employee Benefits	**16.00**	**827.7**	16.00	835.6
OTHER EXPENDITURES				
Transportation		**59.9**		59.9
Communication		**25.1**		25.1
Supplies and Services		**139.4**		139.4
Other Operating		**22.9**		22.9
Total Other Expenditures		**247.3**		247.3
TOTAL SUB-APPROPRIATION		**1,075.0**		1,082.9

SUB-APPROPRIATION 15-2M

POLICY, PLANNING AND DEVELOPMENT

OBJECTIVES:

To achieve excellence in the strategic planning, development, evaluation and communication of transportation policies, programs, systems and legislation.

ACTIVITY IDENTIFICATION:

Coordinates provincial transportation systems plan and policy development and ensures that policies and programs are responsive and consistent with the overall vision of the department and government.

Liaises with other departments and industry groups on major cross-jurisdictional policy matters and in promoting service improvements, the economic development of Manitoba's transportation sector and the development of Winnipeg's potential as a multi-modal distribution center.

Coordinates the department's strategic planning process.

Develops a strategic highways infrastructure and systems plan to meet the present and future needs of Manitobans and seeks to optimize investment in provincial transportation systems.

Provides economic appraisal of transportation investments.

Examines policy issues that arise from the discretionary powers of the Motor Transport, Taxicab and Highway Traffic Boards.

Develops and coordinates driver and vehicle and related highway safety policy and legislation.

Plans, prioritizes and coordinates the Department's legislative initiatives.

EXPECTED RESULTS:

Proactive and informed approach to addressing transportation issues and influencing the development of effective Federal/Provincial policy relating to all transportation modes.

Advancement of the department's strategic planning process; coordination of the department's legislative initiatives; and, preparation of internal and external communication materials.

Provide guidance to the department's capital program within a framework of integrated transportation modes for economic development and land use planning.

Develop innovative financing strategies for transportation infrastructure; provide long term transportation plans and policies; develop the Province's transportation systems plan and policies; and, prioritization and optimization of the Province's investments in transportation infrastructure.

SUB-APPROPRIATION 15-2M

POLICY, PLANNING AND DEVELOPMENT

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**4.00**	**311.0**	4.00	304.0
Professional/Technical	**17.00**	**1,079.6**	17.00	1,049.3
Administrative Support	**7.00**	**256.3**	7.00	250.5
Employee Benefits	-	**164.6**	-	155.0
	28.00	**1,811.5**	28.00	1,758.8
Less: Allowance for Staff Turnover	-	**(105.0)**	-	(5.0)
Total Salaries & Employee Benefits	**28.00**	**1,706.5**	28.00	1,753.8
OTHER EXPENDITURES				
Grants		**1.5**		1.5
Transportation		**24.0**		24.0
Communication		**23.5**		23.5
Supplies and Services		**628.5**		628.5
Other Operating		**121.9**		121.9
Total Other Expenditures		**799.4**		799.4
TOTAL SUB-APPROPRIATION		**2,505.9**		2,553.2

SUB-APPROPRIATION 15-2N

DRIVER AND VEHICLE LICENCING

OBJECTIVES:

To administer all systems and procedures for issuing and renewing driver's licences and vehicle registrations.

To enhance safe vehicle operation in the Province through the development and administration of highway safety programs.

To implement, monitor and enforce a comprehensive set of minimum safety standards directed toward the uniform operation of commercial vehicles.

ACTIVITY IDENTIFICATION:

Issues and renews driver's licences.

Issues and renews general vehicle registrations including commercial vehicle registrations under the Canadian Agreement on Vehicle Registration.

Provides driver testing including written, oral and road tests.

Develops and delivers safety programs.

Receives applications for certification of vehicle inspection programs, appoints inspection facilities, and conducts audits to ensure program compliance.

EXPECTED RESULTS:

Convenient and timely service delivery to the public with respect to the issuance of licences and vehicle registrations.

Acceptable level of driver knowledge and skill.

Effective delivery of licencing and safety programs through the maintenance of driver records.

Enhanced safety programs for commercial vehicles and drivers to achieve a reduction in accidents and Highway Traffic Act infractions.

Increased road safety through improved mechanical condition of vehicles.

SUB-APPROPRIATION 15-2N

DRIVER AND VEHICLE LICENCING

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	5.00	363.4	5.00	354.1
Professional/Technical	89.00	4,017.6	89.00	3,800.0
Administrative Support	201.15	7,265.8	201.15	7,025.1
Employee Benefits	-	1,183.6	-	1,068.7
	295.15	12,830.4	295.15	12,247.9
Less: Allowance for Staff Turnover	-	(498.4)	-	(197.5)
Total Salaries & Employee Benefits	295.15	12,332.0 [1]	295.15	12,050.4
OTHER EXPENDITURES				
Grants		5.9		5.6
Transportation		238.2		238.2
Communication		1,133.8		1,133.8
Postage	751.7		751.7	
Other	382.1		382.1	
Supplies and Services		3,126.0		3,126.3
Driver Licence Agent Commissions	260.7		260.7	
Photo Cards	760.0		760.0	
Accommodation	1,181.9		1,181.9	
Credit/Debit Card Costs	270.0		270.0	
Other	653.4		653.7	
Capital		19.4		19.4
Other Operating		1,480.7		1,220.7
Computer Related	527.0		527.0	
Licence Plate Replacement	437.0		207.0	
Other	516.7		486.7	
Total Other Expenditures		6,004.0		5,744.0
Manitoba Public Insurance Corporation Cost Sharing Agreement		4,592.0		4,592.0
TOTAL SUB-APPROPRIATION		22,928.0		22,386.4

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2P-1

MOTOR TRANSPORT AND HIGHWAY TRAFFIC BOARDS

OBJECTIVES:

To ensure all Manitobans are provided with adequate transportation services at a reasonable cost through the administration of a regulatory system under the Highway Traffic Act governing motor carriers and public service vehicle operators.

To ensure the safety of the travelling public and protection of highway infrastructure through the administration of the Highways Protection Act and portions of the Highway Traffic Act.

ACTIVITY IDENTIFICATION:

Determines operating authorities for the trucking, inter-city bus, inter-municipal liveries and short line railway industries involved in public service operations.

Monitors and establishes transportation rates and charges for PSV scheduled bus carriers and inter-municipal livery operators.

Determines sanctions on motor carriers & PSV operators for breaches of regulations.

Establishes control lines and/or circles adjacent to Provincial Trunk Highways.

Reviews and processes applications for access onto limited access highways and development adjacent to these highways.

Provides decisions on speed limits, pedestrian corridor locations and traffic control devices; make decisions on changes to weight limits on provincial & municipal roads.

Conducts public hearings on current issues; makes orders and regulations, and provides policy input to the Minister.

EXPECTED RESULTS:

Provision of a flexible regulatory system for motor carriers & PSV operators.

Continued progress in the orderly phase out of economic regulation of the motor carrier industry.

Enhanced public safety and on-going protection of highways infrastructure.

Protection of the rights of the general public through the provision of public hearings and appropriate enforcement of sanctions with regulations and orders.

SUB-APPROPRIATION 15-2P-1

MOTOR TRANSPORT AND HIGHWAY TRAFFIC BOARDS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Administrative Support	**7.00**	**294.4**	7.00	285.7
Other				
Board Members	-	**57.6**	-	55.0
Employee Benefits	-	**44.3**	-	41.8
	7.00	**396.3**	7.00	382.5
Less: Allowance for Staff Turnover	-	**(10.0)**	-	-
Total Salaries & Employee Benefits	**7.00**	**386.3** [1]	7.00	382.5
OTHER EXPENDITURES				
Transportation		**19.3**		19.3
Communication		**37.3**		37.3
Supplies and Services		**111.6**		111.6
Other Operating		**32.1**		32.1
Total Other Expenditures		**200.3**		200.3
TOTAL SUB-APPROPRIATION		**586.6**		582.8

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-2P-2

LICENCE SUSPENSION APPEAL BOARD AND MEDICAL REVIEW COMMITTEE

OBJECTIVES:

To provide an appeal procedure for applicants whose driver licences have been suspended for convictions and/or poor driving records.

To provide a medical review of appeals based on medical grounds.

ACTIVITY IDENTIFICATION:

Processes appeal applications for licence suspensions.

Conducts licence suspension appeal hearings throughout the Province.

Provides decisions regarding licence suspension appeals.

EXPECTED RESULTS:

The delivery of a licence suspension review process, to ensure safe vehicle operation on the provincial highway system.

The provision of an appeal process in order to ensure a fair hearing and consideration of pertinent information regarding licence suspensions.

SUB-APPROPRIATION 15-2P-2

LICENCE SUSPENSION APPEAL BOARD AND MEDICAL REVIEW COMMITTEE

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Administrative Support	4.00	154.7	4.00	153.6
Other				
Board Members	-	81.2	-	77.5
Employee Benefits	-	21.9	-	20.9
	4.00	257.8	4.00	252.0
Less: Allowance for Staff Turnover	-	(10.0)	-	-
Total Salaries & Employee Benefits	4.00	247.8	4.00	252.0
OTHER EXPENDITURES				
Transportation		15.0		15.0
Communication		9.7		9.7
Supplies and Services		39.6		39.6
Other Operating		9.6		9.6
Total Other Expenditures		73.9		73.9
TOTAL SUB-APPROPRIATION		321.7		325.9

SUB-APPROPRIATION 15-2P-3

TAXICAB BOARD

OBJECTIVES:

To ensure persons within Winnipeg receive adequate taxicab service at reasonable cost through the administration of a system of economic regulation.

ACTIVITY IDENTIFICATION:

Conducts public hearings on matters relating to industry and users.

Establishes, reviews and revises the number of taxicab licences required by the public convenience and necessity.

Regulates rates charged by industry.

Issues taxicab licences, taxicab driver licences and regulates licence transfers.

Provides training for taxicab drivers.

Establishes vehicle standards and inspects taxicabs for vehicle condition and meter accuracy.

Investigates and resolves complaints against taxicab operators and drivers for breaches of regulations and service failures when warranted.

Maintains a liaison between the Board and the taxicab industry, governments and other affected groups.

EXPECTED RESULTS:

Adequate taxicab service at a reasonable cost within the City of Winnipeg through the provision of licence quotas, rates and standards.

All taxicab businesses and drivers operating in the City of Winnipeg are duly licenced.

Acceptable and uniform standard of taxicab service delivery.

Effective addressing of industry and user concerns through the provision of public hearings.

Adequately trained taxicab drivers.

SUB-APPROPRIATION 15-2P-3

TAXICAB BOARD

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Professional/Technical	**4.00**	**179.8**	4.00	157.3
Administrative Support	**3.50**	**121.5**	3.50	118.8
Other				
Board Members	**-**	**36.7**	-	34.9
Employee Benefits	**-**	**33.3**	-	29.8
	7.50	**371.3**	7.50	340.8
Less: Allowance for Staff Turnover	**-**	**(10.0)**	-	-
Total Salaries & Employee Benefits	**7.50**	**361.3** [1]	7.50	340.8
OTHER EXPENDITURES				
Transportation		**6.6**		6.6
Communication		**10.5**		10.5
Supplies and Services		**78.4**		78.4
Other Operating		**3.7**		3.7
Total Other Expenditures		**99.2**		99.2
TOTAL SUB-APPROPRIATION		**460.5**		440.0

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	**Estimates of Expenditure 2001/02 $(000's)**	Estimates of Expenditure 2000/01 $(000's)
15.3	3.	ACCOMMODATION DEVELOPMENT AND PROPERTY MANAGEMENT	**35,744.0**	32,609.5
		• Provides overall government accommodation strategy through short and long range planning.		
		• Provides coordination and monitoring of accommodation projects through the utilization of internal and external professional and technical services for planning, design, leasing and construction management.		
		• Administers contracts for construction requests for service related to the provision of government accommodation.		
		• Provides operational, maintenance, parking and security services for all government departments and agencies occupying space in government-owned or leased buildings.		
		• Manages the government's leased and owned space inventory. Provides for management of terms and conditions related to leasehold agreements.		
		• Provides contracted janitorial and food services at selected locations in most government buildings.		
		• Provides for comprehensive Energy Management and Technical Services programs in all government buildings.		
		• Provides for charging the cost of owned and leased office and warehouse space to the tenant that occupies the space.		
		a) Accommodation Development	**3,336.5**	2,735.2
		b) Workshop/Renovations	**-**	-
		c) Physical Plant	**47,806.9**	45,105.4
		d) Leased Properties	**20,777.8**	20,059.6
		e) Property Services	**728.4**	815.8
		f) Security and Parking	**2,047.1**	2,292.6
		g) Accommodation Cost Recovery	**(42,855.1)**	(42,345.1)
		h) Minor Capital Projects	**3,902.4**	3,946.0
			35,744.0	32,609.5

SUB-APPROPRIATION 15-3A

ACCOMMODATION DEVELOPMENT

OBJECTIVES:

The provision and control of accommodation for government programs in owned and leased facilities throughout the province, via the utilization of internal and external professional and technical services in planning, design, leasing, and construction management.

ACTIVITY IDENTIFICATION:

Provision for the development of overall government accommodation strategies, policies, guidelines and related planning for the short and long-term requirements of government client programs, frequently including Boards, Agencies, and Commissions.

Provision of government accommodation through the use of various internal and external architectural, engineering, programming, design, signage, leasing, and construction management services.

Extension of the space inventory to include correctional and mental health institutions has been concluded.

Administration of all contracts, capital and lease budgets related to the province of accommodation for government programs.

Provision of accommodation and project management services to a diverse client base via the Government wide Request for Service Program on an annual cost recovery basis.

EXPECTED RESULTS:

Planning for improved utilization of accommodations.

Design and construction management of all accommodation-related capital and client funded projects will be undertaken on behalf of government departments and publicly funded entities at locations throughout the province. Continuing and new projects (300 client funded, 45 capital investment funded, 105 minor capital funded) of varying scope are anticipated this year.

Negotiate 40 lease renewals out of a total portfolio of 208 leases consisting of approximately 1.8 million square feet.

SUB-APPROPRIATION 15-3A

ACCOMMODATION DEVELOPMENT

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**4.00**	**297.4**	4.00	290.7
Professional/Technical	**29.38**	**1,626.2**	28.38	1,488.6
Administrative Support	**10.00**	**387.4**	10.00	378.7
Employee Benefits	-	**246.9**	-	235.3
	43.38	**2,557.9**	42.38	2,393.3
Less: Allowance for Staff Turnover	-	**(86.2)**	-	(22.9)
Total Salaries & Employee Benefits	**43.38** [2]	**2,471.7** [1]	42.38	2,370.4
OTHER EXPENDITURES				
Grant - City of Brandon		**500.0**		—
Transportation		**37.3**		41.6
Communication		**34.2**		37.4
Supplies and Services		**303.1**		290.1
Minor Capital		**5.5**		5.5
Other Operating		**5.6**		21.0
Alterations/Renovations - Minor Projects		**1,999.1**		1,989.2
Total Other Expenditures		**2,884.8**		2,384.8
Total Gross Expenditures		**5,356.5**		4,755.2
Recovery from other Appropriations		**(2,020.0)**		(2,020.0)
TOTAL SUB-APPROPRIATION		**3,336.5**		2,735.2

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Transfer of one staff year from Property Services to co-ordinate the installation of infrastructure in support of desktop computers.

SUB-APPROPRIATION 15-3B

WORKSHOP/RENOVATIONS

OBJECTIVES:

To provide a construction, renovation and maintenance support program for government-owned and leased accommodations in a cost effective and timely manner.

ACTIVITY IDENTIFICATION:

Acts as general contractor with assigned internal work crew and supervises subcontractors on job locations throughout the province.

Provides direct in-house services which include renovations, millwork, painting, electrical, and furniture repairs.

EXPECTED RESULTS:

Provision of service in response to approximately 925 annual requests from client departments, and capital project requests by Accommodation Development and Physical Plant Districts.

Provision of general contractor services in selected renovation, maintenance and alteration projects where: general contractors are not readily available; the specifics of work cannot be accurately defined prior to work commencement; the work is of an emergency nature; schedules must be frequently adjusted to accommodate ongoing client occupancy and programs; or where security is a concern.

Of the total construction projects undertaken by the Department, approximately 40% are delivered by the Workshop and 60% are tendered to private contractors. Further, of the projects delivered by the Workshop, approximately 65% are regularly subcontracted to private contractors.

SUB-APPROPRIATION 15-3B

WORKSHOP/RENOVATIONS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**61.3**	1.00	59.9
Professional/Technical	**41.60**	**1,763.8**	41.60	1,756.0
Administrative Support	**4.00**	**142.5**	4.00	139.3
Employee Benefits	-	**217.3**	-	205.7
	46.60	**2,184.9**	46.60	2,160.9
Less: Allowance for Staff Turnover	-	**(86.0)**	-	(41.2)
Total Salaries & Employee Benefits	**46.60**	**2,098.9**	46.60	2,119.7
OTHER EXPENDITURES				
Transportation		**51.8**		51.8
Communication		**21.8**		21.8
Supplies and Services		**202.2**		202.2
Minor Capital		**10.5**		10.5
Other Operating		**13.5**		13.5
Total Other Expenditures		**299.8**		299.8
Workshop Projects		**4,575.0**		4,575.0
Total Gross Expenditures		**6,973.7**		6,994.5
Recovery from other Appropriations		**(6,973.7)**		(6,994.5)
TOTAL SUB-APPROPRIATION		**0.0**		0.0

SUB-APPROPRIATION 15-3C

PHYSICAL PLANT

OBJECTIVE:

To provide maintenance and operating services for all Government owned and leased facilities and grounds. Ensure that owned physical assets are in good repair and provide a safe and healthy working environment.

ACTIVITY IDENTIFICATION:

Through a combination of in-house and contracted resources, Physical Plant provides comprehensive facility maintenance and management services. These services include all major elements of the building sciences such as energy management, sustainable development, HVAC systems, electrical, plumbing, carpentry, roofing, fire & life safety systems, mould and asbestos repairs, and industrial hygiene.

Recommissioning facilities by balancing the HVAC systems according to specifications in order to return the facility to an optimal operating environment.

Applying Manitoba Government Building Initiative (MGBI) standards in co-operation between Property Management, Industry, Trade and Mines and Sustainable Development Programs by incorporating building management processes that includes mechanical and electrical retrofits aimed at improving the energy management aspects of the facility.

EXPECTED RESULTS:

Buildings will be kept in good repair and meet all codes to provide a safe and healthy working environment.

Recommissioning buildings will allow the buildings to provide more efficiency therefore reducing energy consumption and improving working conditions.

Implementation of MGBI will result in a cost avoidance by reducing non-renewable resources and Hydro.

Mould Remediation and Asbestos Abatement Program (MRAAP) activities will result in a cost avoidance through the rehabilitation of these affected facilities allowing for their ongoing use rather than the requirement for new or replacement facilities.

SUB-APPROPRIATION 15-3C

PHYSICAL PLANT

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**9.00**	**579.1**	9.00	566.1
Technical/Professional	**337.09**	**13,128.5**	334.09	12,634.7
Administrative Support	**14.00**	**542.9**	14.00	530.7
Employee Benefits	-	**1,616.9**	-	1,511.8
	360.09	**15,867.4**	357.09	15,243.3
Less: Allowance for Staff Turnover	-	**(569.9)**	-	(298.1)
Total Salaries & Employee Benefits	**360.09** [2]	**15,297.5** [1]	357.09	14,945.2
OTHER EXPENDITURES				
Grant - Town of Churchill		**795.0**		795.0
Grants in Lieu of Taxes		**12,131.3**		11,948.2
Transportation		**421.8**		404.1
Communication		**299.2**		299.9
Supplies & Services		**19,461.0**		16,482.1
Minor Capital		**105.4**		106.4
Other Operating		**136.5**		124.5
Total Other Expenditures		**33,350.2**		30,160.2
Total Gross Expenditures		**48,647.7**		45,105.4
Recovery from other Appropriations		**(840.8)**		—
TOTAL SUB-APPROPRIATION		**47,806.9**		45,105.4

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. One staff year transferred to Procurement Services and four new staff years approved for the Mould Remediation Program.

SUB-APPROPRIATION 15-3D

LEASED PROPERTIES

OBJECTIVES:

To ensure that both clients and landlords are aware of, and adhere to, the terms and conditions of lease agreements and applicable legislation.

ACTIVITY IDENTIFICATION:

Management of lease agreements throughout their term.

Administrative liaison and negotiation with the Lessor for leasehold improvements undertaken during the course of a leased term.

Coordination/administration of maintenance and operation of leased premises as set out in the terms and conditions of the lease agreements.

Resolution with Lessors for contravention to the terms and conditions of the leased agreements or to Acts that apply to the properties (e.g. Workplace Safety & Health).

Administration of financial transactions such as rental payments, escalations, operating expenditures and adjustments as set out in the terms and conditions of the lease agreements.

Annual preparation of the Leased Properties estimates.

EXPECTED RESULTS:

Effective administration of leased properties ensuring client satisfaction and fiscal management.

SUB-APPROPRIATION 15-3D

LEASED PROPERTIES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
OTHER EXPENDITURES				
Transportation		-		-
Communication		-		-
Supplies and Services		-		-
Rent - Real Estate		**20,777.8**		20,059.6
Other Operating		-		-
Total Other Expenditures		**20,777.8**		20,059.6
TOTAL SUB-APPROPRIATION		**20,777.8**		20,059.6

SUB-APPROPRIATION 15-3E

PROPERTY SERVICES

OBJECTIVES:

To provide on a divisional level, management, administration, and financial support, and to facilitate program delivery of client departments by providing residential accommodations, food services, contracted services and leased properties administration.

To manage the financial activities of the Property Management Division, maintaining an active comptrollership function and ensuring policies and procedures are administered.

ACTIVITY IDENTIFICATION:

Provide field inspection, maintenance and upgrading services for Government employee housing units throughout Manitoba.

Manage the Food Services Program ensuring quality service is provided to clients.

Administer contracts, including composing specifications, preparing tenders and contract documents, advertising and awarding contracts.

Administer leases ensuring that the Province and Landlords fulfill their lease agreements.

Coordinate the preparation of Divisional annual estimates, monthly forecasts, and ensure the timely processing of all payments of accounts and revenues.

EXPECTED RESULTS:

Comfortable, safe and affordable housing to meet client expectations.

Quality food services.

Timely preparation, advertising and award of contracts for services.

Client satisfaction in leased accommodations.

Effective management and monitoring of divisional expenditures.

SUB-APPROPRIATION 15-3E

PROPERTY SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**51.0**	1.00	49.9
Professional/Technical	**8.00**	**329.3**	8.00	321.9
Administrative Support	**6.00**	**240.3**	8.00	308.0
Employee Benefits	-	**73.1**	-	75.3
	15.00	**693.7**	17.00	755.1
Less: Allowance for Staff Turnover	-	**(40.3)**	-	(14.7)
Total Salaries & Employee Benefits	**15.00** [1]	**653.4**	17.00	740.4
OTHER EXPENDITURES				
Transportation		**15.5**		15.5
Communication		**8.4**		8.4
Supplies and Services		**253.9**		253.9
Minor Capital		**9.3**		9.3
Other Operating		**4.3**		4.3
Total Other Expenditures		**291.4**		291.4
Total Gross Expenditures		**944.8**		1,031.8
Recovery from other Appropriations		**(216.4)**		(216.0)
TOTAL SUB-APPROPRIATION		**728.4**		815.8

Explanations:

1. One staff year transferred to Accommodation Development and one staff year transferred to Procurement Services.

SUB-APPROPRIATION 15-3F

SECURITY AND PARKING

OBJECTIVES:

To provide security and parking services for provincially owned and leased facilities, personnel and visitors.

ACTIVITY IDENTIFICATION:

The Physical Security Unit provides consulting services to client departments for general security and alarm systems, including system design and procurement. Activities include security awareness training, security electronics, locksmith, and operation of the Communications Centre.

The Security Investigations Unit manages all security services at the Manitoba Legislative Building and other Winnipeg sites, including personal security for elected officials and visiting dignitaries. The Unit co-ordinates investigations with police authorities throughout the Province.

The Protective Services Unit manages all security services in outlining areas, and the Government Identification Card program. The Unit assesses requests from provincial departments and provides recommendations and guidelines for the provision of government and private guard protection. Activities include contract preparation and review for private security, on behalf of provincial departments.

The Paid Parking Unit provides centralized management, administration and enforcement services for all provincially owned and leased parking facilities. The Unit ensures the limited parking resources are distributed in a fair and equitable manner, under a cost recovery program.

EXPECTED RESULTS:

To ensure Government assets and property are properly protected and staff work in a safe environment at all facilities throughout the Province.

To maintain security of the Seat of Government and to provide for the safety of the Premier, Cabinet Ministers, MLA's, staff and visitors at the Legislative building.

To maximize the use of all provincial owned and leased parking lots to meet the business requirements of government by working with programs to meet their parking needs on a cost recovery basis.

SUB-APPROPRIATION 15-3F

SECURITY AND PARKING

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**46.4**	1.00	45.4
Professional/Technical	**81.79**	**2,793.5**	83.79	2,615.5
Administrative Support	**12.00**	**435.7**	12.00	425.9
Employee Benefits	-	**286.1**	-	392.9
	94.79	**3,561.7**	96.79	3,479.7
Less: Allowance for Staff Turnover	-	**(137.0)**	-	(84.5)
Total Salaries & Employee Benefits	**94.79** [2]	**3,424.7** [1]	96.79	3,395.2
OTHER EXPENDITURES				
Transportation		**99.1**		99.1
Communication		**52.9**		52.9
Supplies and Services		**237.6**		237.6
Minor Capital		**132.8**		132.8
Other Operating		**167.2**		167.2
Total Other Expenditures		**689.6**		689.6
Total Gross Expenditures		**4,114.3**		4,084.8
Recovery from other Appropriations		**(2,067.2)**		(1,792.2)
TOTAL SUB-APPROPRIATION		**2,047.1**		2,292.6

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Reduction of two vacant staff years due to decreased client activity.

SUB-APPROPRIATION 15-3G

ACCOMMODATION COST RECOVERY

OBJECTIVES:

To charge the cost of owned and leased office and warehouse space to the government program occupants.

ACTIVITY IDENTIFICATION:

Develop, implement and maintain relevant policies and administrative procedures necessary to delivery of the Accommodation Cost Recovery program.

Maintains a perpetual inventory indexed by occupant, of all government owned and leased accommodation.

Identifies the cost of the space occupied by each program and client work group within programs.

Processes a billing to each client work group for the cost of the space it occupies.

Develops and circulates all relevant written guidelines and financial reports.

EXPECTED RESULTS:

Provision of a shared accountability for accommodation management between Government Services and all other departments.

Provision of accommodation cost by client work group as part of their overall program delivery costs. This is expected to lead to a more effective utilization of space.

Provision of costing information enabling management and elected officials to more accurately assess program effectiveness.

Government Services will be held accountable by program managers for its performance in providing suitable accommodations at reasonable cost.

SUB-APPROPRIATION 15-3G

ACCOMMODATION COST RECOVERY

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Recovery from other Appropriations		**(42,855.1)**		(42,345.1)
Total Other Expenditures		**(42,855.1)**		(42,345.1)
TOTAL SUB-APPROPRIATION		**(42,855.1)**		(42,345.1)

SUB-APPROPRIATION 15-3H

MINOR CAPITAL PROJECTS

OBJECTIVES:

To maintain the Manitoba Government's portfolio of owned and leased properties.

ACTIVITY IDENTIFICATION:

Minor repairs to Government buildings

EXPECTED RESULTS:

To maintain existing Government properties in compliance with Workplace Health & Safety Community Building standards.

To provide for office consolidation and relocation.

To maintain Manitoba Government accommodation in a manner that best meets the requirements of the tenant organization.

SUB-APPROPRIATION 15-3H

MINOR CAPITAL PROJECTS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Other Expenditures		**3,902.4**		3,946.0
Total Other Expenditures		**3,902.4**		3,946.0
TOTAL SUB-APPROPRIATION		**3,902.4**		3,946.0

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	**Estimates of Expenditure 2001/02 $(000's)**	Estimates of Expenditure 2000/01 $(000's)
15.4	4.	SUPPLY AND SERVICES	**7,062.4**	7,185.8
		Provides government departments and agencies with the following centralized support services: • Procurement of goods and services. • Air transportation, air ambulance and forest fire suppression aerial support. • Desktop management services. • Telecommunications & radio services, facsimile and photocopier placement and related technical support. • Mail processing & distribution. • Materials management services including common supplies, home care equipment, moving, storage, supply of office equipment and related maintenance, and redistribution or disposal of surplus assets. • Comprehensive land management services, including appraisal acquisition and disposal of real property. • Complete vehicle management and maintenance services.		
		a) Procurement Services	**2,071.1**	2,008.8
		b) Government Air Services	**-**	-
		c) Desktop, Telecommunication and Network Services	**4,991.3**	5,177.0
		d) Mail Management Agency	**-**	-
		e) Materials Distribution Agency	**-**	-
		f) Land Management Services	**-**	-
		g) Fleet Vehicles Agency	**-**	-
			7,062.4	7,185.8

SUB-APPROPRIATION 15-4A

PROCUREMENT SERVICES

OBJECTIVES

To provide corporate procurement services to all government departments and certain agencies to ensure that each purchase contract represents a fair and reasonable cost to taxpayers, and that it extends competitive opportunity to all interested suppliers. Transactions are processed in a timely and cost effective manner. Lead corporate procurement, ensuring inclusion of departments in corporate procurement decision making through such mechanisms as the Procurement Council.

ACTIVITY IDENTIFICATION

Provides departments and certain agencies with centralized tendering and contracting services.

Provides product specification writing, material identification and cataloguing services.

Provides consultative services to clients regarding product evaluations, procurement methods, contract terminology, and commodity standardization.

Develops and implements procurement policies.

Participates in Federal/Provincial procurement initiatives such as reduction of inter-provincial trade barriers, automated inter-provincial information networks and initiatives aimed at improving access to government procurement.

Administers government-wide purchasing activity through the Direct Purchase Order and Purchasing Card.

EXPECTED RESULTS

Reductions in overall government administrative costs through elimination of effort duplication.

Reduction or long term stabilisation of costs for purchased products through demand consolidation and the utilization of modern supply techniques.

Improved client service through procurement policy standardization and simplification of operating procedures.

SUB-APPROPRIATION 15-4A

PROCUREMENT SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**163.2**	2.00	159.5
Professional/Technical	**11.00**	**563.1**	9.00	447.5
Administrative Support	**20.60**	**890.8**	20.60	870.8
Employee Benefits		**144.0**	-	170.7
	33.60	**1,761.1**	31.60	1,648.5
Less: Allowance for Staff Turnover	-	**(65.6)**	-	(15.3)
Total Salaries & Employee Benefits	**33.60** [2]	**1,695.5** [1]	31.60	1,633.2
OTHER EXPENDITURES				
Transportation		**15.7**		15.7
Communication		**56.7**		56.7
Supplies and Services		**228.0**		228.0
Minor Capital		**8.2**		8.2
Other Operating		**67.0**		67.0
Total Other Expenditures		**375.6**		375.6
TOTAL SUB-APPROPRIATION		**2,071.1**		2,008.8

Explanations:

1. Increase in part due to salary increases under negotiated collective agreements.
2. Transfer of one staff year from Physical Plant and one staff year from Property Services to meet corporate procurement implementation needs.

SUB-APPROPRIATION 15-4B

GOVERNMENT AIR SERVICES

OBJECTIVES:

To provide economic and efficient air transportation services for clients through effective fleet utilization and co-ordination of programs in provincial and private sector aircraft.

ACTIVITY IDENTIFICATION:

Air Ambulance – In conjunction with Manitoba Health, Air Services provides Lifeflight air ambulance transportation, both in and outside the Province, using two (2) Government owned jets and private sector aircraft.

Fire Suppression – One of our major responsibilities is meeting Manitoba's aerial surveillance and forest fire suppression needs in conjunction with Manitoba Conservation, using seven (7) water bombers, three (3) Cessna twin engine birddog aircraft and three (3) De Havilland single Otter aircraft.

General Transportation – When the aircraft are not being utilized for either fire suppression or air ambulance purposes, Air Service provides air transport services for provincial personnel and cargo using the seven (7) passenger Cessna jet, the nine (9) passenger Piper Navajo twin engine aircraft, the three (3), five (5) passenger Cessna 310s, and the three (3) ten (10) passenger float/ski equipped De Havilland Otters. In addition to the actual transport, Air Services also coordinate and audit charter billings for all clients flying in private sector aircraft..

EXPECTED RESULTS:

Air Ambulance – To provide 24 hours, seven days a week, Lifeflight operations to the Provincial and Federal Departments of Health to meet program requirements.

Fire Suppression – To ensure aircraft availability annually from April 1 to October 15 (freeze up) for Manitoba Conservation to meet program expectations in containing forest fires within Manitoba.

General Transport – Air Services performs operational program audits to identify the full costs and benefits of its general transport program. Additionally, opportunities for achieving economies of scale through more efficient use of hangar space and aircraft are also identified.

To complete a cost-effectiveness analysis all aircraft to determine economic implications associated with existing types of aircraft and usage.

SUB-APPROPRIATION 15-4B

GOVERNMENT AIR SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**81.0**	1.00	79.2
Professional/Technical	**67.00**	**4,173.5**	66.00	4,076.0
Administrative Support	**7.00**	**297.9**	7.00	291.2
Employee Benefits		**546.2**	-	483.3
	75.00	**5,098.6**	74.00	4,929.7
Less: Allowance for Staff Turnover		**(198.8)**	-	(88.0)
Total Salaries & Employee Benefits	**75.00** [2]	**4,899.8** [1]	74.00	4,841.7
OTHER EXPENDITURES				
Transportation		**77.6**		77.6
Communication		**47.1**		47.1
Supplies and Services		**3,512.0**		3,279.4
Stores (including inventory purchases)		**720.9**		720.9
Other Operating		**741.5**		741.5
Total Other Expenditures		**5,099.1**		4,866.5
Total Gross Expenditures		**9,998.9**		9,708.2
Recovery from Other Appropriations		**(9,998.9)**		(9,708.2)
TOTAL SUB-APPROPRIATION		**0.0**		0.0

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Increase due to client requirements.

SUB-APPROPRIATION 15-4C

DESKTOP, TELECOMMUNICATION AND NETWORK SERVICES

OBJECTIVES:

To provide planning, business and technical analysis, procurement, project and operations management to departments and agencies to maximize the effectiveness and efficiency of desktop and telecommunication infrastructure.

ACTIVITY IDENTIFICATION:

Liaise and negotiate with vendors on behalf of all departments for rental/purchase of desktop and telecommunications services and facsimile and copier equipment.

Coordinate requisitions for the installation, relocation and removal of desktop, telecommunications and network services.

Facilitate interconnection of all government departments to the Provincial Data Network (PDN) and the Desktop Managed Environment.

Determine requirements, provide technical support, and maintain service standards for telecommunication services.

Provides radio installation, maintenance and repair services for government owned radio systems and avionics equipment.

Desktop and Telecommunication related financial planning and analysis.

EXPECTED RESULTS:

Reduction of information technology infrastructure costs through aggregation, integration and standardization of desktop and telecommunication services.

Achievement of operating efficiencies and cost control for information technology infrastructure.

Ongoing assessment of the value to government of desktop and telecommunications services.

Provision of radio communication services to Government departments and agencies.

Service levels and pricing, and cost recovery mechanisms that are effective and meaningful for client departments.

SUB-APPROPRIATION 15-4C

DESKTOP, TELECOMMUNCATION AND NETWORK SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**82.5**	2.00	156.3
Technical/Professional	**18.12**	**1,117.9**	17.12	979.0
Administrative Support	**17.00**	**695.2**	17.00	679.6
Employee Benefits		**189.3**	-	199.7
	36.12	**2,084.9**	36.12	2,014.6
Less: Allowance for Staff Turnover		**(72.9)**	-	(37.7)
Total Salaries & Employee Benefits	**36.12**	**2,012.0** [1]	36.12	1,976.9
OTHER EXPENDITURES				
Transportation		**105.3**		105.3
Communication		**474.0**		474.0
Supplies and Services		**9,253.5**		8,690.0
Minor Capital		**215.5**		215.5
Other Operating		**2,635.9**		2,635.9
Total Other Expenditures		**12,684.2**		12,120.7
Total Gross Expenditures		**14,696.2**		14,097.6
Recovery from other Appropriations		**(9,704.9)**		(8,920.6)
TOTAL SUB-APPROPRIATION		**4,991.3**		5,177.0

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-4D

MAIL MANAGEMENT AGENCY

Mail Management became a special operating agency on April 1, 1996. Refer to Section 5 for detailed financial information.

SUB-APPROPRIATION 15-4E

MATERIALS DISTRIBUTION AGENCY

Material Distribution became a special operating agency on April 1, 1993. Refer to Section 5 for detailed financial information.

SUB-APPROPRIATION 15-4F

LAND MANAGEMENT SERVICES

Land Management became a special operating agency on April 1, 1995. Refer to Section 5 for detailed financial information.

SUB-APPROPRIATION 15-4G

FLEET VEHICLE AGENCY

Fleet Vehicles became a special operating agency on April 1, 1992. Refer to Section 5 for detailed financial information.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	**Estimates of Expenditure 2001/02 $(000's)**	Estimates of Expenditure 2000/01 $(000's)
15.5	5.	EMERGENCY MANAGEMENT ORGANIZATION	**1,551.2**	1,500.5

- Develops, implements and maintains a provincial emergency preparedness program and an emergency response capability consistent with the provisions of the Emergency Measures Act.

- Communicates government policy on disaster assistance, makes decisions re: payments in response to disaster claims, and investigates and reports to the Minister on disaster assistance matters.

SUB-APPROPRIATION 15-5A

EMERGENCY MANAGEMENT ORGANIZATION

OBJECTIVES:

In accordance with the provisions of The Emergency Measures Act:

Delivers the emergency preparedness planning program through the review, enhancement and implementation of training and education programs to meet current provincial, municipal and private sector emergency preparedness and planning needs;

Maintains and coordinates provincial emergency response capability to mitigate the effects of major emergencies and/or disasters including the maintenance and implementation of emergency preparedness plans and programs necessary for the protection of life, property and the environment in the Province of Manitoba;

Coordinates departmental activities pertaining to the recovery from disasters, the development and implementation of disaster financial assistance guidelines and federal and provincial policy regarding the evaluation, approval and payment of disaster assistance claims and administration of the emergency expenditure financial appropriation.

ACTIVITY IDENTIFICATION:

Maintain, deliver and/or facilitate emergency preparedness training for all levels of government and emergency response organizations.

Promote the maintenance of municipal emergency preparedness plans and departmental plans, including respite capabilities.

Implement a recovery management process, including the development of a public information strategy to address potential emergency events.

EXPECTED RESULTS:

Greater access to emergency preparedness training for government and emergency response organizations, enhancing expertise and knowledge for people involved in the planning and response for future emergencies and/or disasters.

Continued heightened coordination of Provincial emergency activities for the protection of life, property and environment in an emergency or disaster.

Provision for timely reporting of financial impact of emergency events and disaster assistance costs to foster proficiency, accountability, and to support decision making.

SUB-APPROPRIATION 15-5A

EMERGENCY MANAGEMENT ORGANIZATION

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**2.00**	**126.4**	2.00	123.6
Administrative Support	**17.00**	**846.7**	17.00	827.5
Employee Benefits	-	**84.7**	-	82.8
	19.00	**1,057.8**	19.00	1,033.9
Less: Allowance for Staff Turnover	-	**(26.9)**	-	(4.7)
Total Salaries & Employee Benefits	**19.00**	**1,030.9** [1]	19.00	1,029.2
OTHER EXPENDITURES				
Transportation		**90.7**		71.7
Communication		**79.3**		54.3
Supplies and Services		**323.9**		318.9
Minor Capital		**12.9**		12.9
Other Operating		**13.5**		13.5
Total Other Expenditures		**520.3**		471.3
TOTAL SUB-APPROPRIATION		**1,551.2**		1,500.5

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	Estimates of Expenditure 2001/02 $(000's)	Estimates of Expenditure 2000/01 $(000's)
15.6	6.	INFRASTRUCTURE WORKS	**182,926.1**	177,867.0
		• Provides for the maintenance of Manitoba's primary and secondary road systems.		
		• Provides for the construction and/or reconstruction, rehabilitation and upgrading of the Provincial Trunk Highway System and the Provincial Road System.		
		• Provides assistance to cities, towns and villages outside of Winnipeg in the development and maintenance of local transportation needs.		
		• Provides for roadwork projects in Local Government Districts and Unorganized Territories that are a mix of projects financed 100% by the Province and projects financed on a 50/50 basis between the Province and the Local Government Districts.		
		• Provides assistance to rural municipalities in the construction or replacement of municipal bridges.		
		• Provides funding for highway maintenance equipment and for a variety of transportation related capital projects.		
		a) Maintenance Program	**65,639.3**	64,809.3
		b) Mechanical Equipment Services	**-**	-
		c) Construction Program	**103,900.0**	100,500.0
		d) Aid to Cities, Towns and Villages	**1,300.0**	1,300.0
		e) Work in Municipalities, Local Government Districts and Unorganized Territory	**3,189.0**	3,169.0
		f) Rural Municipal Bridge Assistance Program	**400.0**	400.0
		g) Other Projects	**3,905.8**	3,905.8
		h) Winter Roads	**4,592.0**	3,782.9
			182,926.1	177,867.0

SUB-APPROPRIATION 15-6A

MAINTENANCE PROGRAM

OBJECTIVES:

To protect public investment in highway infrastructure and ensure that the traveling public and commercial vehicles are provided with safe, efficient and convenient movement by maintaining roads, bridges and traffic control devices to acceptable standards.

ACTIVITY IDENTIFICATION:

Provides repairs to paved surfaces, including shoulders.

Conducts gravel surface work including dragging, re-gravelling and dust control.

Carries out roadside maintenance, including mowing, weed control and litter pick-up.

Provides maintenance of signs, guardrails, guide posts and traffic control devices.

Performs maintenance on bridges and drainage facilities.

Conducts winter maintenance activities including snow plowing, snow fencing, sanding and salting.

EXPECTED RESULTS:

Maintenance of the provincial highway system to ensure safe and efficient travel.

Preservation of highway infrastructure and aesthetics through adequate mowing, weed control, drainage, and other roadside maintenance activities.

Promotion of safety and travel information to highway users through maintenance of regulatory and information signs and other traffic control devices.

Provision of adequate bridge maintenance to maintain the integrity of the bridge system.

SUB-APPROPRIATION 15-6A

MAINTENANCE PROGRAM

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Professional/Technical	**661.27**	**20,737.9**	661.27	20,202.1
Employee Benefits		**2,547.7**	-	2,434.4
	661.27	**23,285.6**	661.27	22,636.5
Less: Allowance for Staff Turnover	-	**(115.0)**	-	(115.0)
Total Salaries & Employee Benefits	**661.27**	**23,170.6** [1]	661.27	22,521.5
OTHER EXPENDITURES				
Transportation		**750.0**		750.0
Communication		**650.0**		650.0
Supplies and Services		**39,768.7**		39,587.8
Materials	**12,461.6**		12,461.6	
Railway Crossing Maintenance	**800.0**		800.0	
Grants in Lieu of Taxes	**600.0**		600.0	
Utilities	**1,500.0**		1,500.0	
Equipment	**19,257.4**		18,750.0	
Municipal Maintenance Payments	**1,700.0**		1,700.0	
Other	**3,449.7**		3,776.2	
Other Operating		**1,300.0**		1,300.0
Total Other Expenditures		**42,468.7**		42,287.8
TOTAL SUB-APPROPRIATION		**65,639.3**		64,809.3

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.

SUB-APPROPRIATION 15-6B

MECHANICAL EQUIPMENT SERVICES

OBJECTIVES:

To provide mechanical equipment and warehousing services to support the safe and efficient delivery of the Department's construction, maintenance and remote airport programs in a manner which incorporates the principles of sustainable development and environmental awareness.

ACTIVITY IDENTIFICATION:

Develops policy and standards applicable to the maintenance and preservation of the mechanical equipment fleet and the Department's warehouse operations.

Acquires and services a variety of mechanical equipment required for highway maintenance for the Department.

Operates a network of repair and warehouse facilities throughout the province to provide equipment, materials and parts to the department.

Regularly inspects and provides preventive maintenance on equipment and facilities to prolong service life.

Acquires and maintains equipment required for airport operation to ensure serviceability of remote airports.

EXPECTED RESULTS:

Timely provision of appropriate equipment to deliver cost-effective highway maintenance services.

Provision of equipment and maintenance to ensure the safe and efficient operation of remote provincial airports.

The timely and cost-effective distribution of supplies and equipment parts.

SUB-APPROPRIATION 15-6B

MECHANICAL EQUIPMENT SERVICES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**65.3**	1.00	63.9
Professional/Technical	**175.50**	**5,971.7**	176.50	5,672.6
Administrative Support	**23.00**	**907.7**	23.00	887.3
Employee Benefits	-	**559.9**	-	535.0
	199.50	**7,504.6**	200.50	7,158.8
Less: Allowance for Staff Turnover	-	**(62.6)**	-	(32.6)
Total Salaries & Employee Benefits	**199.50** [2]	**7,442.0** [1]	200.50	7,126.2
OTHER EXPENDITURES				
Transportation		**550.0**		550.0
Communication		**66.8**		66.8
Supplies and Services		**12,242.7**		11,732.7
Accommodation	**841.3**		841.3	
Fuel - Truck	**6,110.0**		5,600.0	
Tires	**375.0**		375.0	
Repairs and Maintenance	**3,171.3**		3,171.3	
Utilities	**400.0**		400.0	
Equipment Rentals	**695.0**		695.0	
Other	**650.1**		650.1	
Other Operating		**754.5**		754.5
Vehicle Insurance	**500.0**		500.0	
Other	**254.5**		254.5	
Warehouse Stores Purchases		**5,450.0**		4,940.0
Total Other Expenditures		**19,064.0**		18,044.0
Total Gross Expenditures		**26,506.0**		25,170.2
Less: Recoverable from other Appropriations		**(26,506.0)**		(25,170.2)
TOTAL SUB-APPROPRIATION		**0.0**		0.0

Explanations:

1. Increase primarily the result of salary increases under negotiated collective agreements.
2. Transfer of one staff year to provide additional support to the Northern Region Office.

SUB-APPROPRIATION 15-6G

OTHER PROJECTS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Highway Maintenance Equipment		**20.0**		20.0
Airport Improvements		**3,295.1** [1]		3,295.1
Ferries and Landings		**120.9**		120.9
Building and Storage Yards		**429.8**		429.8
Improvements to Weigh Scales		**40.0**		40.0
TOTAL SUB-APPROPRIATION		**3,905.8**		3,905.8

Explanations:

1. In addition to this amount, $2,400.0 is included in the Canada-Manitoba Enabling Vote for the Northern Airports Improvement Program.

SUB-APPROPRIATION 15-6H

WINTER ROADS

OBJECTIVES:

To facilitate the hauling of freight to northern and remote communities through the construction and maintenance of winter roads.

To maximize the creation of local employment opportunities.

ACTIVITY IDENTIFICATION:

Identifies areas for winter road construction to be funded exclusively by the Province and cost-shared between the Governments of Manitoba with the Government of Canada and other third parties.

Funds and administers the construction and maintenance of winter roads in designated areas.

EXPECTED RESULTS:

Lower cost and more convenient transportation of bulk goods to northern and remote communities in Manitoba.

The development of local employment opportunities in northern and remote areas.

SUB-APPROPRIATION 15-6H

WINTER ROADS

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Winter Road - 100% Provincial		**275.0**		275.0
Winter Roads - Shareable with Canada and Third Parties		**4,317.0**		3,507.9
TOTAL SUB-APPROPRIATION		**4,592.0** [1]		3,782.9

Explanations:

1. Increase primarily due to maintenance of the new Tadoule Road system.

Resolution No.	Approp. No.	Transportation and Government Services (15) Details of Appropriation	**Estimates of Expenditure 2001/02 $(000's)**	Estimates of Expenditure 2000/01 $(000's)
15.7	7.	AMORTIZATION OF CAPITAL ASSETS	**13,174.2**	11,475.7
		• Provides for the amortization of capital assets.		
		(a) Desktop Management Initiatives	-	-
		(b) Air Services	**46.9**	126.4
		(c) Amortization Expense	**13,127.3**	11,349.3
			13,174.2	11,475.7

SUB-APPROPRIATION 15-7

AMORTIZATION OF CAPITAL ASSETS

OBJECTIVES:

To amortize those capital assets which are owned by the Manitoba Government and which are administered by or pertain to this Department.

ACTIVITY IDENTIFICATION:

Amortization of Desktop Management Initiative.

Amortization of Better Methods (SAP).

Amortization of existing asset inventory.

EXPECTED RESULTS:

The systematic write-off to expense of the cost of an asset over its expected economic useful life.

SUB-APPROPRIATION 15-7

AMORTIZATION OF CAPITAL ASSETS

	Estimates of Expenditure 2001/02 $(000's)	Estimates of Expenditure 2000/01 $(000's)
(a) Desktop Management Services		
(1) Amortization Expense	**15,040.8**	15,040.8
(2) Recoverable from other Appropriations	**(15,040.8)**	(15,040.8)
	0.0	0.0
(b) Air Services		
(1) Amortization Expense	**1,822.3**	1,742.6
(2) Recoverable from other Appropriations	**(1,775.4)**	(1,616.2)
	46.9	126.4
(c) Amortization Expense	**13,127.3**	11,349.3
TOTAL APPROPRIATION	**13,174.2**	11,475.7

PART 3

HISTORICAL INFORMATION

DEPARTMENT OF TRANSPORTATION AND GOVERNMENT SERVICES
FIVE YEAR EXPENDITURE AND STAFFING SUMMARY BY APPROPRIATION ($000)
FOR YEARS ENDING MARCH 31, 1998 - MARCH 31, 2002

	Actual Estimates of Expenditures						ADJUSTED ESTIMATES OF EXPENDITURES		PRINTED MAIN ESTIMATES OF EXPEND.	
	1997/98		1998/99		1999/2000		2000/01		2001/02	
	FTE	$	FTE	$	FTE	$	FTE	$	FTE	$
Administration and Finance	119.75	7,332.5	119.75	7,960.3	123.50	8,754.6	121.25	8,943.0	122.25	9,029.2
Highways and Transportation Programs	845.29	54,475.5	847.46	56,406.1	877.69	58,974.5	880.69	60,439.8	880.69	61,734.8
Accommodation Development & Property	556.06	40,627.6	556.06	25,739.0	553.06	34,789.2	559.86	32,609.5	559.86	35,744.0
Supply & Services	133.72	6,542.1	135.72	8,184.5	139.72	6,181.2	141.72	7,185.8	144.72	7,062.4
Emergency Management Organization	14.00	946.8	14.00	1,076.3	14.30	1,352.2	19.00	1,500.5	19.00	1,551.2
Infrastructure Works	1,181.00	160,109.0	1,190.00	172,405.0	1,225.27	170,104.7	1,218.52	177,867.0	1,218.52	182,926.1
Amortization of Capital Assets				8,996.9		11,634.9		11,475.7		13,174.2
TOTAL	**2,849.82**	**270,033.5**	**2,862.99**	**280,768.1**	**2,933.54**	**291,791.3**	**2,941.04**	**300,021.3**	**2,945.04**	**311,221.9**

PART 4

CAPITAL INVESTMENT

CAPITAL INVESTMENT

OBJECTIVES:

To acquire and maintain capital assets which are administered by this Department for the Manitoba Government.

ACTIVITY IDENTIFICATION:

Acquisition, construction and major repairs to capital assets owned by the Manitoba Government and administered by this Department, including corporate desktop assets and air services capital.

EXPECTED RESULTS:

To ensure recognition of all capital costs associated with the acquisition, construction and maintenance of physical assets.

Res. No.	Approp. No.		Estimates of Capital Investment 2001/02 $(000's)	Estimates of Capital Investment 2000/01 $(000's)
		CAPITAL INVESTMENT	**22,640.0**	23,658.6
B.8	9.	Transportation and Government Services		
		• Provides for the acquisition of highways maintenance equipment; construction of physical assets and major renovation projects; acquisition and maintenance of government aircraft as well as for the funding of infrastructure associated with the corporate desktop management initiative throughout government.		
		(a) Transportation Capital Projects and Equipment	**4,875.0**	6,122.3
		(b) Government Services Capital Projects	**13,600.0**	12,600.0
		(c) Air Services Capital Projects	**2,565.0**	1,936.3
		(d) Desktop Management Initiative	**1,600.0**	3,000.0
			22,640.0	23,658.6

PART 5

SPECIAL OPERATING AGENCIES

FLEET VEHICLES AGENCY

BACKGROUND

In 1934, Fleet Vehicles was created as a branch of the Manitoba Provincial Government to provide a centralized fleet management program. It was established to maximize efficiencies in vehicle acquisitions, maintenance and use, and to lower overall vehicle operating costs to government. On April 1, 1992, the Branch was approved as a Special Operating Agency (SOA), the first such agency at the provincial level in Canada.

RESPONSIBILITY

Fleet Vehicles Agency *(FLEET)* provides competitive, comprehensive fleet management services to public sector organizations in Manitoba, including provincial departments, agencies and crown corporations. The fleet consists of more that 2,400 vehicles including trucks (51%), vans (32%) and sedans (17%), operating from more than 600 locations throughout the province. The fleet travels approximately 50 million kilometers annually. Approximately one-third of the fleet is services by *FLEET'S* central Winnipeg garage with the remainder serviced by the Agency's private sector contracts throughout Manitoba, with *FLEET* ensuring high service standards to clients regardless of location.

VISION

TO PROVIDE COMPLETE VEHICLE AND EQUIPMENT MANAGEMENT SERVICES TO THE BROADER PUBLIC SECTOR.

MISSION

WE ARE COMMITTED TO PROVIDE OUR CLIENTS WITH A COMPLETE RANGE OF QUALITY FLEET MANAGEMENT SERVICES TO ASSIST IN THE EFFICIENT DELIVERY OF PUBLIC PROGRAMS.

CRITICAL SUCCESS FACTORS

- Enhance the value and quality of our service to meet stakeholders' expectations;
- Administer assets and resources in a fiscally responsible manner;
- Operate efficient and effective management information systems;
- Advance new market opportunities;
- Foster an Agency that informs, prepares and empowers employees.

SPECIAL OPERATING AGENCY STATUS

Fleet Vehicles became a Special Operating Agency (SOA) on April 1, 1992. Operating as an SOA has led to improved customer service and service quality, while reducing the provincial government's overall vehicle costs. With the introduction of an improved rate structure and comprehensive fleet management information system, clients have expressed greater satisfaction with the services provided.

2001/02 KEY OBJECTIVES

Marketing and Sales:

- Increase revenues by 5% to crown corporation, municipal, school division and federal target markets.
- Excluding ambulance acquisitions, increase revenues by 5% in RHA market.
- Launch ambulance program successfully with 40 vehicles delivered for lease starting in October 2001 and 20 vehicles delivered for lease starting in January 2002.

Service:

- Acquire suitable vehicles for *FLEET* clients and dispose of vehicles at an optimum time in order to meet clients' ground transportation needs and lower overall vehicle costs;
- Maximize vehicle repair facility efficiencies to ensure high quality service to provincial and broader public sector clients operating within the vicinity of Winnipeg;
- Manage environmental issues and concerns of *FLEET* in order to meet or exceed existing guidelines.

Organization and Management:

- Retain existing clients through efficiencies and increased customer satisfaction;
- Prepare a skilled workforce for the changing work environment;
- Ensure customers are aware of services and employees are aware of business objectives;
- Implement a management information system that meets the needs of internal and external clients.
- Work towards implementing a rewards strategy to encourage full and effective utilization of assets and resources.

Finance:

- Provide financial services and support to *FLEET* management and staff to assist them in meeting *FLEET*'s program delivery objectives and to assure compliance with government policies;
- Ensure that *FLEET*'s reliance on Loan Act Authority to finance the purchase of new and replacement vehicles (except for ambulances) is not increased when compared to levels in recent years;
- Safeguard and maximize use of assets and resources.

2001/02KEY TARGETS

- Be the successful bidder on 100% of current client tenders issued for vehicle leasing and management for the 2001/02 business year;
- Maintain repair services that are cost competitive through a quarterly minimum labour productivity rate of 90% and a maximum parts mark-up of 16% during 2001/02.
- Ensure high quality service work by maintaining a maximum work order comeback rate below 1.5%;
- Investigate manufacturer and vehicle options for purchases of replacement vehicles that use a combination of ethanol and gasoline.
- Continue to maintain FLEET's Loan Act draw down percentage relative to vehicle costs (except for ambulances) at approximately 60% each year;
- Maximize *FLEET'S* cash position by maintaining days sales in receivables at no more than 45 days at the end of each quarter.
- Explore federal/municipal market opportunities for full service leases and obtain up to 40 permanent assignments by March 31, 2003;
- Test-launch self-reporting vehicle service to selected customers and have a minimum of 10 vehicles using this service by March 31, 2002.
- Provide an average of a minimum of 10 hours of development training for all repair facility staff in 2001/02;
- Ensure all FLEET managers and staff receive training identified from the yearly Performance Management program within 12 months of identification;
- Introduce "competency-based jobs" process by December 31, 2001, to *FLEET* managers to formalize the succession-planning process at *FLEET*.
- Work towards implementing a rewards strategy by searching out new government initiatives, reviewing plans in other jurisdictions, and developing an approach and material for a new report by September 30, 2001, for inclusion with our 2002/03 Business Plan.
- Enhance Keys™ in the following areas by March 31, 2002:
    - Conduct a technology review to investigate options for improving shop performance.
    - Implement the findings from the shop technology review.
    - Integrate invoice processing between Keys™ and Dynamics.
    - Provide an electronic alternative to Vehicle Services Transaction Forms.
    - Develop a reservation system for seasonal and pool vehicles.

FLEET VEHICLES AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Projected Balance Sheet

$(000s)

	Mar 31/01	**Mar 31/02**	Mar 31/03
Assets			
Current			
Cash	-	-	-
Receivables	2,959.0	**3,054.0**	3,266.0
Inventories	54.0	**55.0**	56.0
Prepaids	1,134.0	**1,107.0**	1,206.0
	4,147.0	**4,216.0**	4,528.0
Capital Assets	29,631.0	**36,693.0**	37,052.0
Cash held for funding of pension liability	1,072.0	**1,265.0**	1,476.0
Receivable from the Province of Manitoba	367.0	**367.0**	367.0
	35,217.0	**42,541.0**	43,423.0
Liabilities			
Current			
Working capital payable, net of cash	3,766.0	**3,908.0**	1,984.0
Payables and accruals	1,600.0	**1,400.0**	1,300.0
Revenue sharing to the Consolidated Fund	500.0	**250.0**	-
Unearned revenue	450.0	**480.0**	510.0
Current portion of long term debt	4,227.0	**4,910.0**	5,287.0
	10,543.0	**10,948.0**	9,081.0
Long term debt, less current portion included above	8,782.0	**14,728.0**	15,495.0
Pension liability	1,222.0	**1,415.0**	1,626.0
Severance pay liability	321.0	**346.0**	380.0
	20,868.0	**27,437.0**	26,582.0
Equity			
Contributed Equity	4,117.6	**4,117.6**	4,117.6
Retained Earnings	10,231.0	**10,986.0**	12,723.0
	14,348.6	**15,103.6**	16,840.6
Total Liabilities & Equity	35,216.6	**42,540.6**	43,422.6

FLEET VEHICLES AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Projected Statements of Earnings and Retained Earnings

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Revenue			
Vehicle leases	20,855.0	**21,637.0**	23,117.0
Gain on disposal of vehicles and equipment, net	487.0	**424.0**	358.0
Interest income	73.0	**89.0**	105.0
Other revenue	1,466.0	**1,450.0**	1,512.0
	22,881.0	**23,600.0**	25,092.0
Expenses			
Salaries	1,930.0	**1,949.0**	2,022.0
Vehicle operating expenses	16,482.0	**17,338.0**	18,334.0
Administrative expenses	1,355.0	**1,439.0**	1,499.0
Community service	26.0	**28.0**	30.0
Interest expense	760.0	**1,091.0**	1,470.0
	20,553.0	**21,845.0**	23,355.0
Net earnings	2,328.0	**1,755.0**	1,737.0
Retained Earnings, beginning of year	9,903.0	**10,231.0**	10,986.0
Net Earnings	2,328.0	**1,755.0**	1,737.0
Revenue Sharing to the Consolidated Fund	(2,000.0)	**(1,000.0)**	-
Retained Earnings, end of year	10,231.0	**10,986.0**	12,723.0

NOTES:

Salaries are projected at a current staffing level of 50 employees. Salary increases are in line with the Master Agreement through March 31, 2003. Benefits are calculated at 12.77% of salaries plus pension and severance pay factors.

FLEET VEHICLES AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Projected Statement of Cash Flows

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/023
Cash flows from operating activities			
Net Earnings	2,328.0	**1,755.0**	1,737.0
Amortization	6,358.0	**6,692.0**	7,165.0
Gain on disposal of vehicles	(487.0)	**(424.0)**	(358.0)
Increase in pension liability	329.0	**193.0**	211.3
Increase in severance pay liability	59.0	**25.0**	34.0
	8,587.0	**8,241.0**	8,789.3
Change in: Receivables	(546.0)	**(95.0)**	(212.0)
Inventories	(2.0)	**(1.0)**	(1.0)
Prepaids	8.0	**27.0**	(99.0)
Payables and accruals	519.0	**(200.0)**	(100.0)
Revene sharing to the Consolidated Fund	-	**(250.0)**	(250.0)
Unearned revenue	66.0	**30.0**	30.0
Net cash provided by operating activities	8,632.0	**7,752.0**	8,157.3
Cash flows from investing activities			
Proceeds on disposal of vehicles	1,289.0	**2,301.0**	2,260.0
Acquisition of vehicles	(9,591.0)	**(15,482.0)**	(9,266.0)
Acquisition of equipment	(105.0)	**(149.0)**	(160.0)
Acquisition of leasehold improvements	(140.0)	**-**	-
Receivables from the Province of Manitoba	(148.0)	**-**	-
Cash held for funding of pension liability	(246.0)	**(193.0)**	(211.0)
Net cash used in investing activities	(8,941.0)	**(13,523.0)**	(7,377.0)
Cash flows from financing activities			
Proceeds from Loan Act Authority draw downs	5,400.0	**11,300.0**	6,300.0
Long term debt repayment	(4,697.0)	**(4,671.0)**	(5,156.0)
Revenue sharing to the Consolidated Fund	(2,000.0)	**(1,000.0)**	-
Net Cash provided by (used in) financing activities	(1,297.0)	**5,629.0**	1,144.0
Net increase (decrease) in cash	(1,606.0)	**(142.0)**	1,924.0
Working capital payable, net of cash			
Beginning of year	(2,160.0)	**(3,766.0)**	(3,908.0)
End of Year	(3,766.0)	**(3,908.0)**	(1,984.0)

LAND MANAGEMENT SERVICES

BACKGROUND

The Land Acquisition Branch was created in 1965 as part of the Department of Public Works. *The Land Acquisition Act* was passed into law in the same year to bring consistency and uniformity to the process of real estate acquisition by government. Part I of *The Land Acquisition Act* established the Land Acquisition Branch and Part II established The Land Value Appraisal Commission. LMS became a Special Operating Agency on April 1, 1995.

RESPONSIBILITY

The Land Acquisition Branch was made responsible for the appraisal and acquisition of real property for Departments and Government Agencies, or the expropriation of land by any authority, as well as the disposal of surplus buildings and land. The head office was decentralized to Portage la Prairie in April 1993, while regional offices continue to be located in Brandon and Dauphin.

VISION

TO BE THE PRIME SUPPLIER OF CENTRALIZED ONE STOP
SHOPPING OR REAL ESTATE SERVICES TO THE MANITOBA PUBLIC SECTOR
USING AN OPTIMAL BLEND OF INTERNAL AND EXTERNAL RESOURCES

MISSION

TO FOSTER AND PROMOTE LAND MANAGEMENT SERVICES AS
"THE ONE STOP REAL ESTATE SERVICE."

GOAL

TO PROVIDE COMPREHENSIVE LAND MANAGEMENT SERVICES
TO VARIOUS LEVELS OF GOVERNMENT DEPARTMENTS, BOARDS,
COMMISSIONS, CORPORATIONS AND AGENCIES.

PRINCIPLES

- Provide efficient and effective property management services that offer better value for money than clients could otherwise achieve.
- Run Agency operations, as far as practical, according to best business practices.
- Follow best public and private sector employment practices and improve staff involvement, to the greatest degree practicable, in all aspects of its operations.
- Continually assess the Agency's policies and procedures in relation to overall efficiency and effectiveness.

CRITICAL SUCCESS FACTORS

- The hiring of an Information Technology specialist is necessary to implement cost controls and performance enhancements programs.
- The hiring of a Marketing/Communication specialist is required to facilitate improvement in Client - Agency communications and to identify services available from LMS that will provide cost saving opportunities and benefits to current clientele and to identify and cultivate prospective market opportunities.
- The implementation of LMS succession plans to assure the continuation of technological expertise currently available is transferred on a timely basis limiting the loss of valuable experience.
- Regular staff meetings of all business areas of LMS facilitating the sharing of ideas addressing operational problems.
- Continuous training in the use of new technology and applications was provided to employees, as well as five days training related to employee's individual jobs.
- Performance measurements by business section and individual employee are monitored on a monthly basis to track ongoing performance results against budgeted projections.
- Continuation of converting paper records used in research to digital format to reduce research time for staff.

SPECIAL OPERATING AGENCY STATUS

Land Management Services became an SOA to provide more timely and cost-effective services to Government Departments, Boards, and Agencies.

Land Management Services in its efforts to improve services has concentrated on improving internal processes by developing information systems, strengthening internal and external communications.

Specific initiatives include:

- Clearly defining operations;
- Setting demanding goals for performance and developing strategies for attaining these goals;
- Applying and adapting the best private and public sector management techniques;
- Monitoring performance to ensure continuous progress toward goals.

KEY OBJECTIVES

- To be a proactive participant in identifying properties surplus to government requirements.
- To prepare and market for sale, properties identified as surplus to government requirements.
- To review the appropriateness of assessments levied against government properties and file appeals as required.
- To achieve financial and other performance targets as the Minister of Transportation and Government Services may from time to time decide, through consultation with the Deputy Minister and the Assistant Deputy Minister.
- To maintain and renew equipment and other assets, in light of operational needs, using appropriate methods of investment.

KEY TARGETS

- Achievement of completion date targets regarding response to customer needs.
- Continued employee commitment to the special operating agency structure and concept.
- Development of the marketing plan based on a thorough study of client needs and expectations.
- Continuation of technology to strengthen the existing comprehensive information database to support the operations of Land Management Services.
- Achievement of full cost recovery with a positive net income.
- Continued imaging of 48,000 legal pockets originally estimated to take approximately three more years to complete.
- Follow up with staff by June 30, 2001 to determine if organizational structure is functional and working well. Adjustments to be made if required.

LAND MANAGEMENT SERVICES

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-Forma Balance Sheet

$(000s)

	Projected Mar 31/01	**Budgeted Mar 31/02**	Pro-Forma Mar 31/03
Assets			
Current Assets:			
Cash and short term deposits	-	**33.7**	474.0
Accounts receivable	1,323.8	**478.8**	435.4
Work in progress	171.2	**145.2**	152.9
Prepaid expenses	3.1	**4.0**	2.0
Total Current Assets	1,498.1	**661.7**	1,064.3
Other Assets:			
Pension - Trust	481.0	**550.7**	622.4
Finalizing - Trust	4.0	**6.0**	6.3
Receivable from the Province of Manitoba	388.8	**388.8**	388.8
Fixed Assets (Net)	471.2	**299.6**	162.9
Total Assets	2,843.1	**1,906.8**	2,244.7
Liabilities			
Current liabilities:			
Working capital payable	787.6	-	-
Accounts payable and accrued liability	370.8	**229.9**	207.9
Funds in trust payable	-	-	-
Total current liabilities	1,158.4	**229.9**	207.9
Other long-term liabilities:			
Pension Liability	560.4	**630.1**	701.8
Severance pay liability	239.9	**257.7**	263.9
Finalizing - unearned revenue	4.0	**6.0**	6.3
	804.3	**893.8**	972.0
Total Liabilities	1,962.7	**1,123.7**	1,179.9
Sale of surplus land reserve	200.0	**200.0**	200.0
Retained earnings	680.4	**583.1**	864.8
Total Liabilities & Equity	2,843.1	**1,906.8**	2,244.7

LAND MANAGEMENT SERVICES

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-Forma Statement of Earnings and Retained Earnings

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Recoveries			
Special Projects	36.0	111.4	115.9
Processing	1,001.0	756.6	760.5
Appraisal	2,045.0	1,558.3	1,698.6
Sales/Leasing	190.0	372.0	373.8
Other	25.0	-	-
Total Recoveries	3,297.0	2,798.3	2,948.8
Expenses			
Salaries and Benefits	1,468.7	1,596.5	1,619.5
Expenses	993.2	1,049.1	971.1
Total Expenses	2,461.9	2,645.6	2,590.6
Net Earnings	835.1	152.7	358.2
Retained earnings, opening	345.3	680.4	583.1
Sale of surplus land reserve	200.0	200.0	200.0
Revenue Sharing	(500.0)	(250.0)	(76.4)
	45.3	630.4	706.7
Retained Earnings, closing	880.4	783.1	1,064.9

LAND MANAGEMENT SERVICES

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCING AUTHORITY

Pro-Forma Statement of Cash Flows

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Cash derived from (applied to)			
OPERATING			
Net Earnings	835.1	152.7	358.1
Amortization	188.7	191.6	156.6
Increase in pension liability	178.1	69.7	71.7
Increase in severance pay liability	35.1	17.8	6.2
	1,237.0	431.8	592.6
Accounts receivable & work in progress	(964.2)	871.0	35.7
Receivable - Province of Manitoba	(68.4)	-	-
Prepaid expenses	18.2	(0.9)	2.0
Change in payables and accruals	7.7	(140.9)	(21.9)
Funds held in Trust	(86.1)	-	-
Unearned Revenue	1.7	2.0	0.3
Cash provided by operations	145.9	1,163.0	608.7
INVESTING:			
Acquisition of fixed assets	(62.0)	(20.0)	(20.0)
Pension - Trust	(98.7)	(69.7)	(71.7)
Special projects - Trust	(1.7)	(2.0)	(0.3)
	(162.4)	(91.7)	(92.0)
FINANCING:			
Revenue sharing	(500.0)	(250.0)	(76.4)
	(662.4)	(341.7)	(168.4)
Net increase (decrease) in cash	(516.5)	821.3	440.3
Cash and working capital payable	(271.1)	(787.6)	33.7
End of year - closing	(787.6)	33.7	474.0

MATERIALS DISTRIBUTION AGENCY

BACKGROUND

In 1974, Materials Distribution was created to cost effectively meet the supply needs of departments and certain boards, commissions and agencies of the Crown for a variety of commonly used items. On April 1, 1993, the Branch was approved as Manitoba's second SOA.

RESPONSIBILITY

The Materials Distribution Agency currently provides stationery and office furnishings, janitorial supplies; laboratory and reproductive health supplies; and computer software, licences and manuals to government departments, boards, commissions, Crown corporations, some school divisions, Manitoba municipalities and Federal Government offices within Manitoba. The Agency provides medical and ostomy supplies; and medical equipment to Manitobans primarily through the Continuing Care program and secondarily to other government funded Health programs. Additionally, the Agency operates key copy centers and provides a maintenance program for office equipment.

VISION

TO BECOME THE SUPPLIER OF CHOICE
FOR THE PROVINCE OF MANITOBA'S MATERIAL MANAGEMENT NEEDS
INCLUDING THE PROVISION OF COMMON SUPPLIES, EQUIPMENT
RENTAL, MOVING, STORAGE AND DISPOSAL SERVICES.

MISSION

TO PROVIDE THE PROVINCE OF MANITOBA AND THE BROADER PUBLIC SECTOR
WITH EXCELLENT MATERIALS MANAGEMENT SERVICES AT THE
LOWEST POSSIBLE COST AND GREATEST VALUE

PRINCIPLES

- To satisfy and exceed customer expectations;
- To provide value-added products and services at competitive prices;
- To promote open communication and teamwork;
- To encourage individual learning, growth and achievement;
- To provide a safe work environment for all employees;
- To eliminate or minimize risks to the environment.

CRITICAL SUCCESS FACTORS

- To provide products and services which offer better value for money than clients could otherwise realize;
- To achieve and sustain financial self-sufficiency;
- To renew equipment/assets on a business case basis;
- To remain an employer of choice, encourage staff participation, and achieve and sustain employee commitment to the success of the Agency;
- To establish and maintain a process of continuous performance improvements.

SPECIAL OPERATING AGENCY STATUS

In approving its conversion to SOA status, it was agreed that the Agency would need a period of three years to properly adjust its systems and facilities to address the factors critical to its success. Over the past number of years, the Agency has redesigned and improved almost all of its operating systems, which has resulted in much improved productivity and customer service. The Agency underwent an evaluation of its effectiveness as an SOA, with the findings supporting the viability of the Organization as an SOA, and recommending implementation of optional status for 1998/99.

At the end of the 2000/01 fiscal year, the Agency will have met a number of challenges since its inception as an SOA, which have assisted it in becoming the Supplier of Choice for the Province of Manitoba. The most significant milestones have included:

- Implementation of an accrual accounting and inventory system (1993/94);
- Relocation to much improved office and warehouse facilities (1994/95);
- Market expansion to include all Manitoba municipalities and Federal government offices located in Manitoba (1995/96);
- Integration of the Home Care Equipment and Supplies Program (HCESP) (1996/97);
- Development of a response for a Group Purchasing Program for the Regional Health Authorities (1997/98); and
- Integration of the Office Equipment Services (OES) program (1998/99);
- Implementation of a new financial management and inventory system (1999/00); and
- Transition of the Agency's information systems under the Province's Desktop Management Initiative.

2001/2002 KEY TARGETS

- Maintain a 2 business day turnaround on 98% of urban orders and 4 business days on 98% of rural orders;
- Maintain stocked response rates to greater than 99% of all items ordered;
- Continue to produce and distribute the Catalogue and New Product News flyers, and market services to Regional Health Authorities.

MATERIALS DISTRIBUTION AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-Forma Balance Sheet

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Assets			
Current			
Cash & cash equivalents	2,239.0	2,554.0	3,018.0
Investments pension related	672.0	832.0	1,004.0
Accounts Receivable	2,000.0	2,000.0	2,000.0
Accounts Receivable - Province of Manitoba	300.0	300.0	300.0
Inventories	1,750.0	1,750.0	1,750.0
Prepaid expenses	35.0	35.0	35.0
	6,996.0	7,471.0	8,107.0
Capital Assets	526.0	517.0	524.0
Other Assets	602.0	430.0	258.0
	1,128.0	947.0	782.0
Total Assets	8,124.0	8,418.0	8,889.0
Liabilities			
Current			
Payables and accruals	2,500.0	2,500.0	2,500.0
Pension liability	672.0	832.0	1,004.0
Severance liability	237.0	256.0	268.0
	3,409.0	3,588.0	3,772.0
Equity			
Contributed Equity	1,246.0	1,246.0	1,246.0
Retained Earnings	3,469.0	3,584.0	3,871.0
	4,715.0	4,830.0	5,117.0
Total Liabilities & Equity	8,124.0	8,418.0	8,889.0

MATERIALS DISTRIBUTION AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-Forma Statement of Earnings and Retained Earnings

$(000s)

	Mar 31/01	**Mar 31/02**	Mar 31/03
Revenue			
Sales	15,987.0	**15,989.0**	16,137.0
Less: Cost of goods sold	(11,970.0)	**(12,011.0)**	(12,176.0)
Gross Profit	4,017.0	**3,978.0**	3,961.0
Expenses			
Salaries	2,159.0	**2,267.0**	2,237.0
Pension Benefits	13.0	**16.0**	20.0
Occupancy	296.0	**299.0**	302.0
Administrative Expenses	936.0	**846.0**	760.0
	3,404.0	**3,428.0**	3,319.0
Net Earnings	613.0	**550.0**	642.0
Revenue Sharing to the Consolidated Fund	(525.0)	**(400.0)**	(320.0)
Contribution to community & other gov't programs	(33.0)	**(35.0)**	(35.0)
Retained Earnings, beginning of year	3,414.0	**3,469.0**	3,584.0
Retained Earnings, end of year	3,469.0	**3,584.0**	3,871.0

MATERIALS DISTRIBUTION AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCING AUTHORITY

Pro-Forma Statement of Changes in Financial Position

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Cash flows from operating activities			
Net Earnings	613.0	**550.0**	642.0
Amortization	281.0	**228.0**	209.0
Amortization and loss of rental equipment	395.0	**317.0**	332.0
	1,289.0	**1,095.0**	1,183.0
Change in receivables	1,086.0		
Change in inventories	(202.0)		
Change in prepaid expenses	27.0		
Change in payables and accruals	(190.0)		
Change in severance liability	1.0	**20.0**	12.0
Net cash provided by operating activities	2,011.0	**1,115.0**	1,195.0
Cash flows from investing activities			
Capital Acquisitions:			
Computer equipment	(35.0)		
Fixtures	(1.0)		
Office equipment		**(5.0)**	
Warehouse Equipment	(16.0)	**(10.0)**	(6.0)
Rental Equipment	(256.0)	**(350.0)**	(370.0)
Computer conversion	(16.0)		
Net cash used in investment activities	(324.0)	**(365.0)**	(376.0)
Cash flows from financing activities			
Contribution to community & other gov't programs	(33.0)	**(35.0)**	(35.0)
Revenue sharing distribution	(525.0)	**(400.0)**	(320.0)
Net Cash provided by (used in) financing activities	(558.0)	**(435.0)**	(355.0)
Net Increase (decrease) in cash	1,129.0	**315.0**	464.0
Cash and Short term investments - uncommitted	1,110.0	**2,239.0**	2,554.0
End of year	2,239.0	**2,554.0**	3,018.0
Cash and short term investments - committed			
Beginning of year	529.0	**672.0**	832.0
Employee pension benefits & interest - current	143.0	**160.0**	172.0
End of year	672.0	**832.0**	1,004.0

MAIL MANAGEMENT AGENCY

BACKGROUND

In 1956 Postal Services was created as a branch of the Manitoba Government to provide a centralized mail services program. It was established to achieve economies of scale and to lower overall mail distribution and processing costs to government. On April 1, 1996 the branch was approved as an SOA, and operates as Mail Management Agency.

RESPONSIBILITY

The Agency is responsible for providing centralized postal management and for controlling postage costs to the Manitoba Government. It offers a full complement of products and services related to mail finishing, processing, and distribution. This includes pickup and delivery of Canada Post and interdepartmental mail, affixing the most economical postage for mail to the public and allocating these costs to the originating program, providing technical support to clients, negotiating contracts to reduce postage, inter-city courier and equipment costs, and providing service according to the franking privileges of members of the Legislative Assembly.

VISION

TO PROVIDE CENTRALIZED, ONE-STOP CORRESPONDENCE DISTRIBUTION SERVICES TO ALL LEVELS OF GOVERNMENT

MISSION

TO ENABLE ITS CLIENTS TO EXPEDITE THEIR PRODUCTS, INFORMATION, AND CORRESPONDENCE THROUGH THE MOST APPROPRIATE DISTRIBUTION ALTERNATIVE

PRINCIPLES

- To provide superior service at reasonable costs to all clients;
- To provide reliable service solutions to all clients;
- To develop lasting and satisfactory business relationship with clients;
- To promote team work and open communications;
- To encourage employee skill improvement, career planning and innovation;
- To provide a safe work environment for all employees.

CRITICAL SUCCESS FACTORS

- Provision of the lowest possible Canada Post incentive rates and mail processing costs;
- Consolidation of existing and dispersed mail operations, eliminating duplication of services;

- Development of clients and markets in the broader public sector;
- Provision of user friendly guidelines for efficient processing of government mail products and services.

SPECIAL OPERATING AGENCY STATUS

2001/2002 is the sixth year for Mail Management to operate as an SOA. As an SOA, Mail Management resembled more closely a private sector business operation with emphasis on customer service and bottom line performance. This operating structure has helped the Agency improve its services to clients while reducing the provincial government's overall distribution costs. The Agency introduced a rate structure for its products and services on a fully loaded, cost recovery basis and budgets for modest profits each year.

2001/2002 KEY OBJECTIVES

Marketing:

- Develop a more structured approach to customer relationship management;
- Consolidate other Manitoba Government mail operations into one corporate process, eliminating duplication of services resulting in cost savings to government;
- Development of marketing research reports enabling market segmentation;
- Development of interactive presence on the internet.

Operations:

- Initiate process for quality service accreditation;
- Detailed review of future capital assets requirements.
- Grow Electronic Forms Management (EFM) - printer services

Human Resources:

- Improving the staff performance review process;
- Introduce an annual training schedule reflecting the demands of continual change.

Finances:

- Achieve positive financial results as outlined in the pro-forma financial statements.

MAIL MANAGEMENT AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-forma Balance Sheet

$(000s)

	Mar 31/01	**Mar 31/02**	Mar 31/03
Assets			
Current			
Accounts receivable	960.0	**917.0**	950.0
Accounts receivable - Province of Manitoba	182.0	**182.0**	182.0
Prepaid Expenses	25.0	**23.0**	23.0
	1,167.0	**1,122.0**	1,155.0
Investment - Pension	205.0	**258.0**	317.0
Capital Assets	97.0	**133.0**	106.0
Other Assets	36.0	**24.0**	12.0
Pension Trust	5.0	**7.0**	8.0
Total Assets	1,510.0	**1,544.0**	1,598.0
Liabilities			
Current			
Working Capital payable	423.0	**308.0**	170.0
Accounts payables and accrued liabilities	185.0	**180.0**	166.0
Deferred revenue	25.0	**25.0**	28.0
	633.0	**513.0**	364.0
Pension liability	210.0	**265.0**	325.0
Severance liability	104.0	**109.0**	114.0
	947.0	**887.0**	803.0
Equity			
Contributed Equity	51.0	**51.0**	51.0
Retained Earnings	512.0	**606.0**	744.0
	563.0	**657.0**	795.0
Total Liabilities & Equity	1,510.0	**1,544.0**	1,598.0

MAIL MANAGEMENT AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCIAL AUTHORITY

Pro-Forma Statement of Earnings and Retained Earnings

$(000s)

	Mar 31/00	Mar 31/01	Mar 31/02
Revenue			
Processing	4,707.0	**4,924.0**	5,043.0
Finishing	396.0	**385.0**	402.0
Inter-department mail	742.0	**682.0**	693.0
Contract administration	36.0	**46.0**	48.0
EMM - printing	19.0	**52.0**	90.0
Total Revenue	5,900.0	**6,089.0**	6,276.0
Expenses			
Amortization	36.0	**38.0**	39.0
Communication	12.0	**13.0**	14.0
Courier	138.0	**139.0**	142.0
Employee benefits	121.0	**141.0**	146.0
Equipment leases	54.0	**90.0**	90.0
Equipment maintenance	48.0	**59.0**	62.0
Interest	35.0	**22.0**	16.0
Miscellaneous operating	28.0	**28.0**	30.0
Network	39.0	**24.0**	24.0
Occupancy	109.0	**121.0**	124.0
Office	11.0	**4.0**	7.0
Postage	4,326.0	**4,540.0**	4,637.0
Professional fees	136.0	**12.0**	14.0
Salaries	715.0	**754.0**	783.0
Training	5.0	**10.0**	10.0
Total Expenses	5,813.0	**5,995.0**	6,138.0
Net Earnings	87.0	**94.0**	138.0
Retained Earnings, beginning of year	425.0	**512.0**	606.0
Retained Earnings, end of year	512.0	**606.0**	744.0

MAIL MANAGEMENT AGENCY

AN AGENCY OF THE SPECIAL OPERATING AGENCIES FINANCING AUTHORITY

Pro- Forma Statement of Cash Flows

$(000s)

	Mar 31/01	Mar 31/02	Mar 31/03
Operating Activities			
Net Earnings	87.0	**94.0**	138.0
Add: Non-cash charges			
Amortization	23.0	**27.0**	27.0
	110.0	**121.0**	165.0
(Increase) decrease in non-cash working capital			
Accounts receivable	(261.0)	**43.0**	(33.0)
Prepaid expenses	12.0	**2.0**	-
Pension trust	43.0	**(2.0)**	-
Other assets	12.0	**12.0**	12.0
Accounts payable and accrued liabilities	(96.0)	**(5.0)**	(15.0)
Deferred revenue	23.0	**-**	3.0
Pension liability	46.0	**55.0**	60.0
Severance liability	5.0	**5.0**	5.0
	(216.0)	**110.0**	32.0
Net cash provided by (used in) operating activities	(106.0)	**231.0**	197.0
Financing Activities			
Decrease in long-term debt	-	**-**	-
Investing Activities			
Additions to capital assets	-	**(63.0)**	-
Increase in long-term investments	(90.0)	**(53.0)**	(59.0)
	(90.0)	**(116.0)**	(59.0)
Increase (decrease) in cash	(196.0)	**115.0**	138.0
Bank Indebtedness, beginning of year	(227.0)	**(423.0)**	(308.0)
Bank indebtedness, end of year	(423.0)	**(308.0)**	(170.0)
Represented by:			
Working capital payable	423.0	**308.0**	170.0

PART 6

EMERGENCY EXPENDITURES

SUB-APPROPRIATION 27-1

EMERGENCY EXPENDITURES

OBJECTIVES:

To provide a funding source for expenditures related to natural and man made disasters such as forest fires, flooding and environmental emergencies.

ACTIVITY IDENTIFICATION:

Provides for expenditures related to forest fires, flooding and other natural disasters, including departmental flood, forest fire and environmental emergency response costs and disaster assistance and other emergency related items. It also provides for partial reimbursement to government departments for property losses not covered by insurance.

The annual estimate of expenditure is derived from historical averages and known disaster assistance claims carried forward from previous years. Actual expenditures vary from year to year depending on weather and the frequency of disasters, as evidenced by the 1997 Red River Valley Flood of the Century.

SUB-APPROPRIATION 27-1

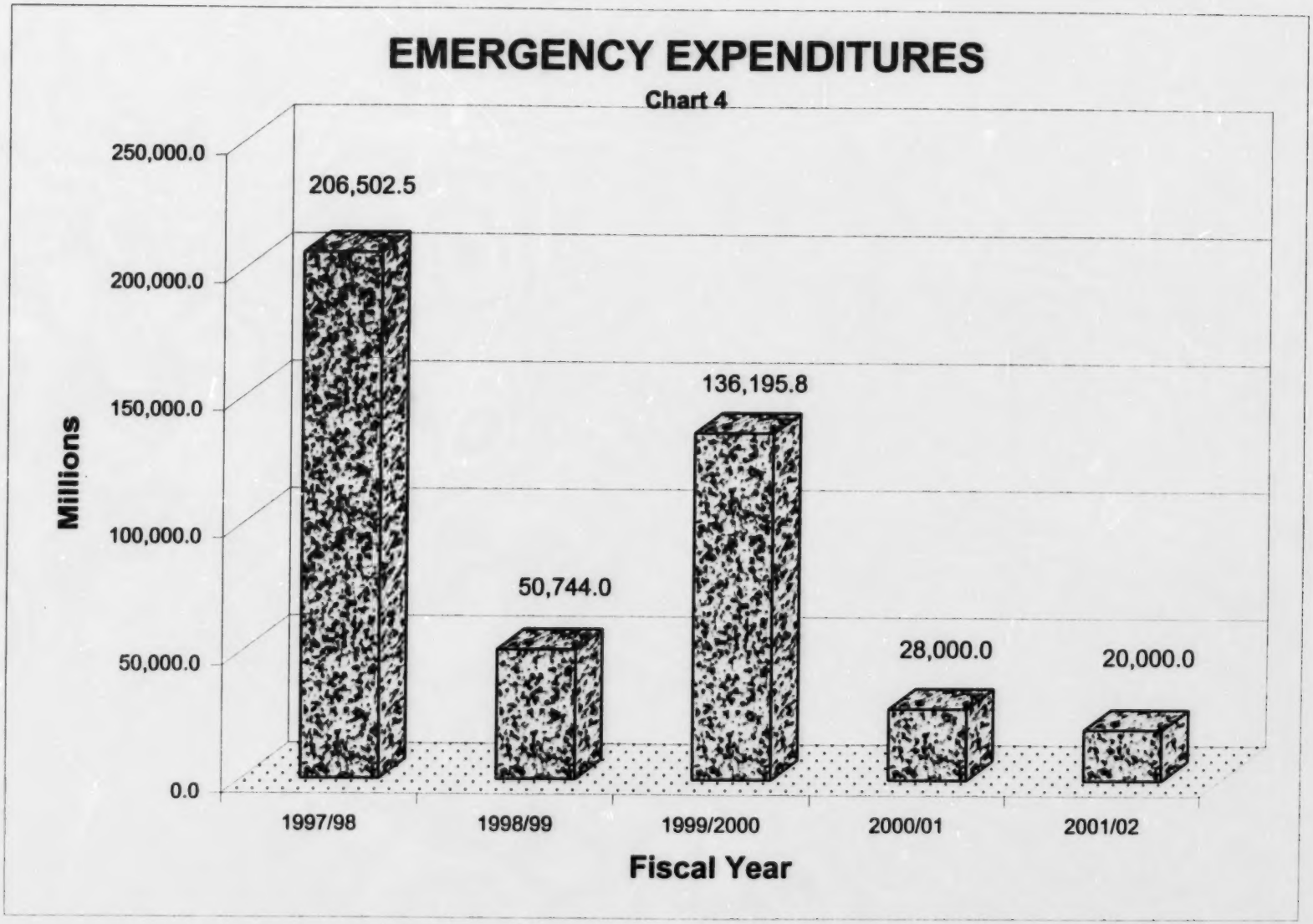
EMERGENCY EXPENDITURES

	Estimates of Expenditure 2001/02		Estimates of Expenditure 2000/01	
	FTE	**$(000's)**	FTE	$(000's)
Emergency Expenditures		**20,000.0**		20,000.0
TOTAL SUB-APPROPRIATION		**20,000.0**		20,000.0

Schedule 8

VOTE 27-1 EMERGENCY EXPENDITURES
FIVE YEAR EXPENDITURE SUMMARY

	ACTUAL EXPENDITURES			ADJUSTED ESTIMATE OF EXPENDITURE	PRINTED ESTIMATE OF EXPENDITURE
	1997/98	1998/99	1999/2000	2000/01	2001/02
Spring Flooding; Spring Flooding 1997; Wind Damage and Rainstorm Flooding	186,035.5	32,209.8	106,410.9	400.0	
Natural Resources - Spruce Budworm/Dutch Elm Disease		1,041.1	908.8	1,193.9	1,194.0
Forest Fire Suppression	8,345.5	15,309.2	26,171.1	19,210.7	10,000.0
Forest Fire Damage					
Environmental Emergency Response	621.5	219.5	1,223.9	294.5	400.0
Grasshopper Control		76.2			
Miscellaneous	11,500.0	1,681.2	1,481.1	5,168.4	1,200.0
Highways		207.0			
Unallocated				1,732.5	7,206.0
TOTAL	**206,502.5**	**50,744.0**	**136,195.8**	**28,000.0**	**20,000.0**


EMERGENCY EXPENDITURES
Chart 4
250,000.0
200,000.0
150,000.0
100,000.0
50,000.0
0.0
Millions
206,502.5
50,744.0
136,195.8
28,000.0
20,000.0
1997/98
1998/99
1999/2000
2000/01
2001/02
Fiscal Year

PART 7

GLOSSARY

GLOSSARY

Cost Element

A cost element is a classification of expenditures according to the nature of expense such as salaries, supplies and services, etc., which identifies the object of expenditure out of appropriation funds. The government accounting system tracks expenditures according to the following cost element groups.

Cost Element Group	***Components***
Salaries	Regular Earnings, Other Earnings, (overtime, shift premium), Ministers and Members of the Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Benefit Chargeback.
Grants/Transfer Payments	Discretionary Grant, Nondiscretionary Grant, Transfer Payment, Valuation Allowance, Capital Grant.
Transportation	Vehicles, Aircraft, Other (taxi, bus, freight, rail), Travel Agency Fees, Freight/Courier.
Communication	Telephone, Electronic Communication Services, Postal Services, Advertising, Radio Systems, Other.
Supplies and Services	Operating Supplies, Materials, Office Supplies, Maintenance, Other Services, Rentals, Professional Services, Utilities, Other Fees.
Public Debt	Credit/Debit Card Fees, Gain/Loss on Foreign Exchange, Interest on Debt, Discount on Debt, Amortization, Interest Charges, Other Charges.
Minor Capital	Land, Buildings, Vehicles, Equipment, Computers, Furniture, Leasehold Improvements, Loss on Sale of an Asset, Amortization Expense.
Other Operating	Accommodations, Food and Beverage, computer Related Charges, Insurance Costs, Publications, Other Personnel Costs (Relocation/transfer costs), Other (membership fees, hospitality, employee training, uniforms, conference/convention registration fees, incidental allowances), Imputed surcharges.

Financial Assistance and Related Costs	Consumables on behalf of Citizens (Clothing, Food, Drugs), Fees and Services, Shelter, Transportation, special Needs, Direct Assistance Payments, Indirect Assistance Payments.

Employee Benefits

Costs incurred by government for its contributions to the Employment Insurance Program, the Canada Pension Plan, the Group Life Insurance Plan and the Ambulance, Hospital Semi-private Plan, as well as the payments under the Dental Plan, the Long-term Disability Plan and the Levy for Health & Post Secondary Education.

Estimates of Expenditure (Adjusted)

A re-alignment of the previous year's estimates of expenditure for any organizational change to provide for more accurate and realistic comparisons from one budget year to the next.

Full-time Equivalent

A measurement for number of positions. Every full-time regular position represents one full-time equivalent position. Other categories (e.g., term, departmental, seasonal, contract) are measured in proportional equivalents, e.g., a program with a vote of 1.50 term FTE could hire staff in any combination that results in a total of 1 1/2 years (or 78 weeks) of employment (e.g., 6 staff for 3 months (13 weeks) each; 2 staff for 9 months (39 weeks) each; 1 full-time and 1 half-time staff for 1 year; 3 half-time staff for 1 year, etc.)."

Staff Categories

Managerial

Positions which have been delegated the authority and have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and,
- the organization's results and impacts.

Professional/Technical

Employees who have duties that relate to specific areas of program operations requiring some functional specialization.

Included in this category are employees classified within the following components and/or series:

Health
Legal, Inspection and Regulatory
Physical Sciences
Social Sciences
Trades, Operations and Services
Personnel Officer Series
Administration (with the exception of the Administrative Officer Series)
Engineers (O.P.E.E.P.M.)
Legal Aid Lawyers (L.A.L.A.)
Crown Attorneys (M.A.C.A.)
Doctors (M.M.A.)
L.A.M.C. Staff
Professional Officer Series

NOTE: Those employees designated as managers and also classified within one of the above components or the excluded component shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are employees classified within the Clerical Component or the Administrative Officer Series.

Staff Turnover Allowance

An adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the Organization to more accurately display salary requirements.